

PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES
Revised Annual Procurement Plan for FY 2017

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief description of Program/Project)
				Ads/Post of IB/R/E	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Capital Outlay												
1-300000000	Desktop computer	RES	Competitive Bidding		Second to Third Quarter			COB	2,775,000.00		2,775,000.00	
1-300000000	Notebook computer	RES	Competitive Bidding		Second to Third Quarter			COB	1,800,000.00		1,800,000.00	
1-300000000	Server rack mounted	RES	Competitive Bidding		Second to Third Quarter			COB	300,000.00		300,000.00	
1-300000000	Server Grade UPS	RES	Competitive Bidding		Second to Third Quarter			COB	100,000.00		100,000.00	
1-300000000	Firewall Appliance	RES	Competitive Bidding		Second to Third Quarter			COB	850,000.00		850,000.00	
1-300000000	Wireless Router	RES	Small Value Procurement		Second to Third Quarter			COB	160,000.00		160,000.00	
1-300000000	Document Scanner	RES	Small Value Procurement		Second to Third Quarter			COB	70,000.00		70,000.00	
1-300000000	Audio-visual Equipment for Multimedia Presentation	RES	Small Value Procurement		Second to Third Quarter			COB	635,000.00		635,000.00	
1-300000000	VOIP Phone/PBX Handset	RES	Small Value Procurement		Second to Third Quarter			COB	34,000.00		34,000.00	
1-300000000	Analog Telephone Adapter	RES	Small Value Procurement		Second to Third Quarter			COB	225,000.00		225,000.00	
1-300000000	Machine-assisted Transcription Equipment	RES	Small Value Procurement		Second to Third Quarter			COB	30,000.00		30,000.00	
1-300000000	Temperature Monitoring Tool	RES	Small Value Procurement		Second to Third Quarter			COB	70,000.00		70,000.00	
1-300000000	Refrigerator	RES	Small Value Procurement		Second to Third Quarter			COB	35,000.00		35,000.00	
1-300000000	Biometric Scanner	RES	Small Value Procurement		Second to Third Quarter			COB	20,000.00		20,000.00	
1-300000000	Email Protection Appliance	RES	Small Value Procurement		Second to Third Quarter			COB	560,000.00		560,000.00	
1-300000000	Barcode Scanner	RES	Small Value Procurement		Second to Third Quarter			COB	75,000.00		75,000.00	
1-300000000	External Storage	RES	Small Value Procurement		Second to Third Quarter			COB	80,000.00		80,000.00	
1-300000000	Server for the HRIS	RES	Small Value Procurement		Third to Fourth Quarter			COB	340,000.00		340,000.00	
1-300000000	Reception Table	RES	Small Value Procurement		First Quarter			COB	42,500.00		42,500.00	
1-300000000	Lounge Furniture	RES	Small Value Procurement		First Quarter			COB	16,000.00		16,000.00	
1-300000000	Leasehold Improvement	RES	Small Value Procurement		January to December			COB	500,000.00		500,000.00	
Supplies and Materials												
1-300000000	Common-Use Supplies available at Procurement Service	RES/PSD/RID/AFD	NP-Agency to Agency		January to December			COB	258,625.00	258,625.00		
1-300000000	Supplies and materials not available at Procurement Service	RES/PSD/RID/AFD	Shopping		January to December			COB	212,075.00	212,075.00		
1-300000000	Computer Toners/Supplies	RES/PSD/RID/AFD	Shopping		January to December			COB	413,800.00	413,800.00		
1-300000000	Semi-Expendable Equipment (microwave oven, refrigerator)	GASS	Shopping		June			COB	150,000.00	150,000.00		
1-300000000	Gasoline, Oil and Lubricants	RES/PSD/RID/AFD	Shopping		January to December			COB	448,000.00	448,000.00		
1-300000000	Tires	RES/PSD/RID/AFD	NP-Shopping		January to December			COB	80,000.00	80,000.00		
1-300000000	Motor Vehicle Batteries	RES/PSD/RID/AFD	Shopping		January to December			COB	87,000.00	87,000.00		
1000000000	Electrical Supplies	GASS	Shopping		January to December			COB	20,000.00	20,000.00		
Utilities												
1000000000	Electricity Services	GASS	GPPB Res 019-2006		January to December			COB	3,600,000.00	3,600,000.00		
1000000000	Water Services	GASS	GPPB Res 019-2006		January to December			COB	349,600.00	349,600.00		
1000000000	Drinking Water	GASS	Shopping		January to December			COB	50,400.00	50,400.00		
Communication												
1-300000000	Postage, Deliveries and Courier	RES/PSD/RID/AFD	NP-Agency to Agency/Small Value		January to December			COB	289,800.00	289,800.00		
1-300000000	Telephone Lines	RES/PSD/RID/AFD	GPPB Res 019-2006		January to December			COB	659,200.00	659,200.00		
1-300000000	Internet Connection	RES/PSD/RID/AFD	GPPB Res 019-2006		January to December			COB	520,000.00	520,000.00		
1-300000000	Mobile Phones	RES/PSD/RID/AFD	Shopping		January to December			COB	72,000.00	72,000.00		
Advertising												
1000000000	Publication/Posting of Notices in Newspaper	GASS	NP-Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services		January to December			COB	60,000.00	60,000.00		

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				Ad/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Printing, Lay-outting and Binding												
2000000000	PIDS Publications											
2000000000	Policy Notes (PN)	RID	NP-Small Value		January to December			COB	250,000.00	250,000.00		
2000000000	Development Research News (DRN)	RID	NP-Small Value		January, April, July and December			COB	100,000.00	100,000.00		
2000000000	Research Papers	RID	NP-Small Value		January, February, May & November			COB	140,000.00	140,000.00		
2000000000	Philippine Journal of Development (PJD)	RID	NP-Small Value		Semi-annually			COB	180,000.00	180,000.00		
2000000000	Books	RID	NP-Small Value		February and October			COB	180,000.00	180,000.00		
2000000000	Economic Policy Monitor (EPM)	RID	NP-Small Value		August			COB	100,000.00	100,000.00		
2000000000	Economic Issues of the Day (EID)	RID	NP-Small Value		January, April, July and December			COB	20,000.00	20,000.00		
2000000000	Annual Report	RID	NP-Small Value Procurement		September			COB	100,000.00	100,000.00		
2000000000	PIDS Booklet	RID			September				50,000.00	50,000.00		
1-3000000000	Printing of PIDS envelopes, letterhead, memo pad, calling cards and other office supplies	GASS	NP-Small Value Procurement		As needed			COB	40,000.00	40,000.00		
1-3000000000	Reproduction of seminar materials and other documents, binding services, etc.	GASS	NP-Small Value Procurement		Monthly/As needed			COB	223,200.00	223,200.00		
Training Expenses/Seminars and Workshops/Cost of Meetings												
2000000000	Annual Public Policy (Supplies and other incidental Expenses)	RID	NP-Small Value Procurement		September			COB	145,000.00	145,000.00		
2000000000	Annual Public Policy (Rental of Conference Hall/Meals during the event/Room accommodation for the Secretariat/Organizing Committee)	RID	NP-Lease of Venue		September			COB	300,000.00	300,000.00		
2000000000	Putong Saliksikan	RID	NP-Small Value Procurement		February/May/August/December			COB	45,000.00	45,000.00		
2000000000	PIDS-CPBRB Legislators' Forum Series	RID	NP-Small Value		Quarterly			COB	60,000.00	60,000.00		
2000000000	Network/Project Related Fora - Regular (Supplies and other Incidental Expenses)	RID	NP-Small Value		February to December			COB	280,000.00	280,000.00		
2000000000	Network/Project Related Fora - Regular (Rental of Conference Hall/Meals during the event/Room accommodation of Secretariat/Organizing Committee)	RID	NP-Lease of Venue		February to December			COB	200,000.00	200,000.00		
2000000000	Network/Project Related Fora - Regional (Supplies and other Incidental Expenses)	RID	NP-Small Value Procurement		February to December			COB	140,000.00	140,000.00		
2000000000	Network/Project Related Fora - Regional (Rental of Conference Hall/Meals during the event/Room accommodation of Secretariat/Organizing Committee)	RID	NP-Lease of Venue		February to December			COB	100,000.00	100,000.00		
2000000000	Press Conference-Regular (Supplies and other Incidental Expenses)	RID	NP-Small Value Procurement		Quarterly			COB	5,000.00	5,000.00		
2000000000	Press Conference-Regular (Rental of Conference Hall/Meals during the event)	RID	NP-Lease of Venue		Quarterly			COB	25,000.00	25,000.00		
2000000000	Press Conference-Regional (Supplies and other Incidental Expenses)	RID	NP-Small Value Procurement		September and October			COB	10,000.00	10,000.00		
2000000000	Press Conference-Regional	RID	NP-Lease of Venue		September and October			COB	80,000.00	80,000.00		
2000000000	PIDS Corner (Supplies and other Incidental Expenses)	RID	NP-Small Value Procurement		December			COB	10,000.00	10,000.00		
2000000000	PIDS Corner (Rental of Conference Hall/Meals during the event/Room accommodation of Secretariat/Organizing Committee)	RID	NP-Lease of Venue		December			COB	20,000.00	20,000.00		
3000000000	Various presentation of PIDS and Projects researches/Seminars	RES/Projects	NP-Small Value Procurement		As needed			COB/Projects Fund	400,000.00	400,000.00		
1-3000000000	Testimonial and Welcome Dinner and Meetings of the Board of Trustees, etc.	RES/RID/PSD/AFD	NP-Small Value Procurement		February to December			COB	69,000.00	69,000.00		
1-3000000000	Loyalty Awarding Ceremony	RES/RID/PSD/AFD	NP-Small Value Procurement		September			COB	450,000.00	450,000.00		
1-3000000000	Year-end Assessment Program	RES/RID/PSD/AFD	NP-Small Value Procurement		December			COB	100,000.00	100,000.00		
1-3000000000	Parangal at Pasasalamat Program	RES/RID/PSD/AFD	NP-Small Value Procurement		As needed			COB	100,000.00	100,000.00		

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1-300000000	Athletic and Cultural Activities (Supplies and other Incidental Expenses)	RES/RID/PSD/AFD	NP-Small Value Procurement	February to December				COB	103,000.00	103,000.00		
1-300000000	Athletic and Cultural Activities (Rental of Conference Hall)	RES/RID/PSD/AFD	NP-Lease of Venue	February to December				COB	50,000.00	50,000.00		
1000000000	Staff training, team building and planning workshops, meetings, etc. (Supplies and other Incidental Expenses)	RES/RID/PSD/AFD	NP-Small Value Procurement	As needed				COB	362,000.00	362,000.00		
1000000000	Staff training, team building and planning workshops, meetings, etc. (Professional Fee of Resource Persons)	RES/RID/PSD/AFD	NP-Agency to Agency	As needed				COB	300,000.00	300,000.00		
1000000000	Staff training, team building and planning workshops, meetings, etc. (Rental of Conference Hall/Meals during the event/Room accommodation of all employees)	RES/RID/PSD/AFD	NP-Lease of Venue	May				COB	900,000.00	900,000.00		
Representation Expenses												
1-300000000	Representation Expenses including tokens	RES/RID/PSD/AFD	NP-Small Value	As needed				COB	1,338,500.00	1,338,500.00		
	Representation Expenses including tokens	RES/RID/PSD/AFD	Lease of Venue (para saan, magkano itatagay?)									
1000000000	Extraordinary and Miscellaneous Expenses	RES	NP-Small Value Procurement	As needed				COB	197,600.00	197,600.00		
1000000000	Extraordinary and Miscellaneous Expenses	RES	Shopping	As needed				COB	100,000.00	100,000.00		
Rent												
	Office Space and Parking Slots	GASS	NP-Lease of Venue	January to December				COB	28,560,000.00	28,560,000.00		with existing contract until June 2018; Procurement for the succeeding year will commence in the last quarter of 2017
	Rental of venue for PIDS seminars fora	GASS	NP-Lease of Venue	February to December				COB	1,300,000.00	1,300,000.00		
Travelling												
1-300000000	Bus, Van, and Rent-a-Car Requirements	RES/PSD/MIS/RID/AFD/Projects	NP-Small Value	As needed				COB/Projects	300,000.00	300,000.00		
1-300000000	Purchase of Plane Tickets	RES/PSD/MIS/RID/AFD/Projects	Shopping	As needed				COB/Projects	1,204,000.00	1,204,000.00		
1-300000000	Accommodation and other incidental expenses	RES/PSD/MIS/RID/AFD/Projects	NP-Small Value/Lease of Venue/Agency to Agency	As needed				COB/Projects	1,350,000.00	1,350,000.00		mode may be determined after further evaluation
3000000000	Conduct of FGDs, KIs, etc.	RES	NP-Small Value/Lease of Venue/Agency to Agency	As needed					1,170,000.00	1,170,000.00		mode may be determined after further evaluation
3000000000	Fleetwork Expenses, DSA, Travel tax, Pre-travel Expenses, etc.	RES/RID/PSD/Projects	NP-Lease of Venue/EO 248	As needed				COB/Projects	3,609,775.00	3,609,775.00		
Subscription												
1-3000000000	Newspapers and Magazines, e-books, etc.	RES/RID/GASS	Shopping/Direct Contracting	Annually				COB	230,000.00	230,000.00		mode may be determined after further evaluation
3000000000	Statistics Data, Survey Data, etc.	RES	Shopping/Direct Contracting	As needed				COB	1,443,000.00	1,443,000.00		mode may be determined after further evaluation
2000000000	Renewal of anti-virus, security and e-mail protection, purchase of secondary data and software	RES/PSD/RID/AFD	NP-Small Value	As needed				COB	1,450,000.00	1,450,000.00		
Professional and Other Services												
	Engagement of Technical Research Consultants/Conduct of Surveys various PIDS Projects											
3000000000	Preparing the Philippines for the Fourth Industrial Revolution: A Scoping Study (The supply side)	RES	Negotiated Procurement-Highly Technical Consultant	July				COB	450,000.00	450,000.00		
3000000000	Preparing the Philippines for the Fourth Industrial Revolution: A Scoping Study (The demand side)	RES	Negotiated Procurement-Highly Technical Consultant	July				COB	450,000.00	450,000.00		

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3000000000	Technical Assistance to the Assessment of the Digital Economy Framework for the Philippine Country Report within the framework of Regional Inclusive Growth Project	RES	Negotiated Procurement-SVP		August - September			COB	315,000.00	315,000.00		
3000000000	Assessment of Planning and Programming for Capital Projects at the National and Agency Levels	RES	Negotiated Procurement-SVP		February to May			COB	400,000.00	400,000.00		
3000000000	Gender Equality in the Philippines: What Do Indicators on the Sustainable Development Goals Suggest?	RES	Negotiated Procurement-Highly Technical Consultant		July - August			COB	450,000.00	450,000.00		
3000000000	CARP after 30 years and forward options (including Study 2)	RES	Negotiated Procurement-SVP		March to May			COB	280,000.00	280,000.00		
3000000000	Assessment of the Regulation on Balance Housing Development	RES	Negotiated Procurement-SVP		March to June			COB	280,000.00	280,000.00		
3000000000	Welfare Issues in price control on occasions of calamities, emergencies and like occurrences	RES	Negotiated Procurement-SVP		July - August			COB	280,000.00	280,000.00		
3000000000	Co-Principal Investigator for the Process Evaluation on the CHED K-12 Adjustment Assistance Program	RES	Negotiated Procurement-Highly Technical Consultant		May to July			COB	450,000.00	450,000.00		
3000000000	Research Associate for the Process Evaluation on the CHED K-12 Adjustment Assistance Program	RES	Negotiated Procurement-SVP		May to July			COB	472,500.00	472,500.00		
3000000000	Research Assistance to the Process Evaluation on the CHED K-12 Adjustment Assistance Program	RES	Negotiated Procurement-SVP		May to July			COB	240,000.00	240,000.00		
3000000000	Co-Principal Investigator for the Baseline Evaluation on the CHED K-12 Adjustment Assistance Program	RES	Negotiated Procurement-SVP		May to July			COB	525,000.00	525,000.00		
3000000000	Research Associate for the Baseline Evaluation on the CHED K-12 Adjustment Assistance Program	RES	Negotiated Procurement-SVP		May to July			COB	525,000.00	525,000.00		
3000000000	Research Assistance to the Baseline Evaluation on the CHED K-12 Adjustment Assistance Program	RES	Negotiated Procurement-SVP		May to July			COB	300,000.00	300,000.00		
3000000000	The Passing of the Torch from the Makibaka Generation to Millennials: Lessons in Development Policy Research	RES	Negotiated Procurement-SVP		June to July			COB	105,000.00	105,000.00		
3000000000	Estimation of the Philippine Macroeconometric model	RES	Negotiated Procurement-SVP		July to August			COB	980,000.00	980,000.00		
3000000000	Philippine Journal of Development EIC	RES	Negotiated Procurement-SVP		February to May			COB	696,000.00	696,000.00		
3000000000	Understanding the social and health impacts of social health insurance (Reviewer)	RES	Negotiated Procurement-SVP		June to August			COB	50,000.00	50,000.00		
3000000000	Regulatory measures affecting services trade and investment: Distribution, Multimodal Transport and Logistics Services	RES	Negotiated Procurement-SVP		June to August			COB	30,000.00	30,000.00		
3000000000	ASEAN SME Policy Index 2018	RES	Negotiated Procurement-SVP		May to August			ERIA	135,000.00	135,000.00		
3000000000	PASCN Research Grant	RES	Negotiated Procurement-SVP		January to December			COB	700,000.00	700,000.00		
3000000000	PASCN Thesis and Dissertation Assistance Program	RES	Negotiated Procurement-SVP		January to December			COB	150,000.00	150,000.00		

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1000000000	Auditing Services	GASS	NP-Agency to Agency		January to December			COB	3,781,006.00	3,781,006.00		
3000000000	Legal Services of OGCC	RES	NP-Agency to Agency		January to December			COB	300,000.00	300,000.00		
1000000000	Consultant for Legal, Research, and Administrative Matters	RES	NP-Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services		August-September			COB	150,000.00	150,000.00		
3000000000	Other Professional Services	RES	NP-Small Value Procurement		January to December			COB	472,090.00	472,090.00		
1000000000	Consultant for HRIS enhancement	GASS	NP-Small Value/Highly Technical		August-September			COB	300,000.00	300,000.00		
1000000000	Consultant for Pre-Construction Design	GASS			Third Quarter			COB	250,000.00	250,000.00		
1000000000	Engagement of Services for Competency Assessment Program	GASS	NP-Small Value		April			COB	255,000.00	255,000.00		
2000000000	Consultant for Publications and Circulation Matters	RID	NP-Small Value		February			COB	650,000.00	650,000.00		
2000000000	Reviewers, editors, etc. (for PIDS Publications)	RID	NP-Small Value		January to December			COB	200,000.00	200,000.00		
1000000000	Janitorial Services	GASS	GPPB Res		July			COB	1,200,000.00	1,200,000.00		
1000000000	Security Services	GASS	GPPB Res		July			COB	1,600,000.00	1,600,000.00		
1000000000	Other General Services (plumbing, electrician, etc)	GASS	NP-Small Value		As needed			COB	450,000.00	450,000.00		
1000000000	Conduct of Annual Physical Examination	GASS	NP-Small Value		July-August			COB	90,000.00	90,000.00		
Repairs and Maintenance												
1-3000000000	Repairs and Maintenance of Motor Vehicles	RES/PSD/RID/AFD	NP-Small Value		As needed			COB	420,000.00	420,000.00		
1-3000000000	Repairs and Maintenance of Office Equipment	RES/PSD/RID/AFD	NP-Small Value		As needed			COB	35,000.00	35,000.00		
1-3000000000	IT Software and Hardware Maintenance	RES/PSD/RID/AFD	NP-Small Value		As needed			COB	901,800.00	901,800.00		
1-3000000000	Repairs and Maintenance of Furniture and Fixtures	RES/PSD/RID/AFD	NP-Small Value		As needed			COB	40,000.00	40,000.00		
1000000000	Repairs and Maintenance of Leased Area	GASS	NP-Small Value		As needed			COB	500,000.00	500,000.00		
1-3000000000	Other Repairs and Maintenance	RES/PSD/RID/AFD	NP-Small Value		As needed			COB	13,500.00	13,500.00		
Taxes, Premiums and Other Fees												
1000000000	Directors and Officers Liability Insurance and Group Accident Insurance	GASS	NP-Agency to Agency		May and as needed			COB	325,000.00	325,000.00		
1000000000	Fidelity Bond	GASS	NP-Agency to Agency		January, March, May, June			COB	110,000.00	110,000.00		
1000000000	Registration and Insurance of motor vehicles	GASS	NP-Agency to Agency		January, February, July			COB	65,000.00	65,000.00		
1000000000	Insurance of PIDS Properties (CGL, Fire, etc)	GASS	NP-Agency to Agency		January, February, July, November, December			COB	700,000.00	700,000.00		
									84,669,971.00	76,172,471.00	8,497,500.00	

Definition:


AFD - Administrative and Finance Department
COB - Corporate Operating Budget
GASS - General Administrative and Support Services
NP - Negotiated Procurement
PSD - Project Services Department
RES - Research Department
RIS - Research Information Staff
SVP - Small Value Procurement

5,400,000.00

Prepared by:



MA. DANA E. PATUAR
OIC-Procurement Management Division

Recommending Approval:


ANICETO C. ORBETA, JR.
BAC Chair-Goods and Other Services

Approved by:


SONNY N. DOMINGO
BAC Chair-Consulting Services


GILBERTO M. LLANTO
President