

DEPARTMENT OF LABOR AND EMPLOYMENT
CORDILLERA ADMINISTRATIVE REGION
ANNUAL PROCUREMENT PLAN FOR 2018

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity												Source of Funds	Total	Estimated Budget (PHP)	MOOE	CO	Remarks (Brief description of Program/Project)
				Pre-Proc Conference	Advs/Post of IABE	Pre-bid Cont	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance / Turnover						
A. Goods and Services																					
A.1	Procurement of Common use Supplies	RO/FOS	Agency to Agency				(PS-DBM)											GAA	1,212,000.00	1,212,000.00	
A.2	Procurement of Fuel, oil & lubricants for motor vehicles	RO/FOS	direct contracting				(WITH PINES CALTEX SERVICE STATION)											GAA	356,000.00	356,000.00	
A.3	Provision of Janitorial Services	RO	SVP															GAA	405,000.00	405,000.00	
A.4	Provision of Security Services	RO	SVP															GAA	505,000.00	505,000.00	
B. Utilities																					
B.1	Water Services	RO/FOS	direct contracting				(with BWD and other water utilities provider in the provinces)											GAA	250,000.00	250,000.00	
B.2	Electrical Services	RO/FOS	direct contracting				(BENECO, FELCO, ABRICO, MOPRECO & KALCO)												464,000.00	464,000.00	
C. Communications																					
C.1	Postage and Courier Services	RO/FOS	direct contracting				(post office & JRS)											GAA	35,000.00	35,000.00	
C.2	Telephone, mobile	RO/FOS	direct contracting				(Globe Tel. Inc. & Smart Com.)											GAA	190,000.00	190,000.00	
C.3	Telephone, Landline	RO/FOS	direct contracting				(PLDT & Globe Telecom)											GAA	250,000.00	250,000.00	
C.4	Internet subscription	RO/FOS	direct contracting				(PLDT, Smart com. & globe)											GAA	812,000.00	812,000.00	
C.5	Cable Satellite	RO	direct contracting				(sky,cable and Viacom)											GAA	40,000.00	40,000.00	
D. Repair and Maintenance																					
D.2	Maintenance of Office Equipment	RO/FOS	SVP				(as the need arises w/ various shops)											GAA	27,000.00	27,000.00	
D.3	Maintenance of office vehicles	RO/FOS	SVP				(as the need arises w/ various shops)											GAA	110,000.00	110,000.00	
E. Other Expenses																					
E.1	Advertisement	RO																GAA	11,000.00	11,000.00	
E.2	Printing of Inspection forms and other promotional materials	RO/FOS	SVP															GAA	486,000.00	486,000.00	For employment facilitation & Regulation services programs
SUB-TOTAL																		5,153,000.00	5,153,000.00	0.00	

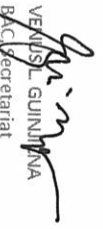
DEPARTMENT OF LABOR AND EMPLOYMENT
CORDILLERA ADMINISTRATIVE REGION
ANNUAL PROCUREMENT PLAN FOR 2016

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Pre-Proc Conference	Advs/Post of IAEB	Pre-bid Conf	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/ Completion / Turnover	Source of Funds	Total	Estimated Budget (Php)	MOOE	CO	Remarks (Brief description of Program/Project)
	AMOUNT FORWARDED																			
E-3	Subscription expenses	RO/FOS													GAA	16,000.00	16,000.00			These are minimum assistance to qualified beneficiaries and it is being implemented through ACPs or direct Administration. In case of direct administration the mode of procurement depends on the amount of the project. If the amount is 1M and below it will be thru SYP and more than 1M through public bidding.
E-4	Procurement of various livelihood equipment, jigs and other materials	Fos	Public Bidding												GAA	16,500.00	16,500.00	1.3M		
F	Construction of storage building	RO	Public Bidding	5/6/2018	5/21/318	5/29/2018	6/1/2018	6/1/2018	6/1/2018	6/6/2008	6/11/2018	6/29/2018	6/29/2018		GAA	1.3M				
G	Procurement of various furnitures	RO	SYP												GAA	305,000.00		305,000.00		
H	Procurement of anti virus for computers	FOSROS	SYP												GAA	50,000.00	50,000.00			
	TOTAL															6,535,000.00	5,235,500.00	1.605M		

DEFINITION

1. **PROGRAM (BESF)** – A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
2. **PROJECT (BESF)** – Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
3. **PMO/End User** - Unit as proponent of program or project
4. **Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
5. **Schedule for Each Procurement Activity** - Major procurement activities (pre-procurement conference, advertising/posting, pre-bid conference, eligibility screening, submission and receipt of bids, bid evaluation, post qualification, award of contract, contract preparation), delivery/completion and acceptance/turnover.
6. **Source of Funds** - Whether Gov., Foreign Assisted or Special Purpose Fund
7. **Estimated Budget** - Agency approved estimate of project/program costs
8. **Remarks** - brief description of program or project

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