

**AGRICULTURAL CREDIT POLICY COUNCIL Annual Procurement Plan for FY 2018 (Revised)**

0020

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)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>MAINTENANCE AND OPERATING EXPENSES</b>	<b>OFFICE OF THE EXECUTIVE DIRECTOR</b>										
	Travel Expenses - Foreign - 2 (ED & Chief of Staff) - Local - 12 (ED & Chief of Staff)		SVP SVP		June January to December				150,000.00 360,000.00	150,000.00 360,000.00		18 P: (1)
	Staff Training and Seminars (foreign & local) - Foreign - 1 (ED & Chief of Staff)		SVP		November				50,000.00	50,000.00		Ing
	Supplies (attribution to ACPC total budget for supplies)		Shopping		January, March, May, July, September, November & December				70,000.00	70,000.00		
	Equipment		Shopping		January & July				100,000.00	100,000.00		
	Other MOOE Representation Expense Committee / Interagency Meetings (12 meetings) Field Level Meetings (24 meetings)		Shopping Shopping		January - December January - December				156,000.00 312,000.00	156,000.00 312,000.00		
	<b>TOTAL - OED</b>						<b>SB</b>		<b>1,198,000.00</b>	<b>1,198,000.00</b>		

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)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>A. MAINTENANCE AND OPERATING EXPENSES</b>	<b>GENDER AND DEVT.</b>										
	Travel Expenses - Foreign - 4 - Local - 8		SVP SVP		March - December March & May April, June - December				600,000.00 96,000.00	600,000.00 96,000.00		
	Seminar and Training Expense Staff Training and Seminars (foreign & local) - Staff  - Foreign - 4 (officers/staff, women-farmers) - Local - 8 (staff)		SVP		March, June, September & November				200,000.00 80,000.00	200,000.00 80,000.00		
	Other MOOE Representation Expense Committee / Interagency Meetings (12 meetings) Field Level Meetings (8 meetings)		Shopping Shopping		January - December March, June, September & December				220,000.00 132,000.00 88,000.00	220,000.00 132,000.00 88,000.00		
	<b>TOTAL - GAD</b>						<b>SB</b>		<b>1,416,000.00</b>	<b>1,416,000.00</b>		

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I. PLANNING		POLICY AND PLANNING AND ACCREDITATION AND CERTIFICATION						GAA				
1. ACPC Planning and Assessment	2018 Unit/Division Planning - 10 workshops		Shopping			January			70,000.00	70,000.00		
	2018 Operational Planning Workshop - 1 workshop		SVP			February			500,000.00	500,000.00		
	2018 Year-end Assessment Workshop - 1 workshop		SVP			December			500,000.00	500,000.00		
	2019 Unit/Division Planning (based on 2019 GAA) - 10 workshops		SVP			November - December			150,000.00	150,000.00		
2. Travel (workshops, meetings, conferences, and other planning planning activities)	Attendance to workshops, meetings, conferences, and other planning activities (i.e. AFMP, PIP, TRIP, RMCs, etc.) - 15 travels					January - December			300,000.00	300,000.00		
3. Representation (budget hearing, budget material preparation, etc.) - 15 meals						March - November			75,000.00	75,000.00		
II. POLICY RESEARCH AND ADVOCACY						January to December						
1. Agri Credit Demand Study - 1 research study	MOA Inception Report Consultation meeting on the Inception Report Review of progress reports with initial report Draft Report Consultation meeting on the Draft Report Final Report Training sessions on the methodology employed		Public Bidding			November - December November - December		SB	2,500,000.00	2,500,000.00		
2. State of Financial Inclusion/Exclusion of Small Farmers and Fishermen in Poor Areas (for outsourcing) - 2018 - 1 research study	TOR Publication on PhilGEPS Awarding of Contract Monitoring and evaluation of activities/outputs Seminar-conference on study results Field monitoring of conduct of survey (by Policy & Planning Team) - 9 travels		Public Bidding			February to December			2,600,000.00	2,600,000.00		
						February March April May to December December October - December			360,000.00	360,000.00		
3. Purchase of STATA (software with hardware) - 5			SVP			March to September			650,000.00	650,000.00		
4. Printing and publication of completed research studies - 1 publication			SVP			October - December			150,000.00	150,000.00		
III. ACCREDITATION AND CERTIFICATION DIVISION						March - December						
1. Accreditation for Non-Bank Rural Financial Institutions (NBRFIs)	Orientation of potential accreditees - 2 seminars Program for linking accredited NBRFIs with banks - 1 seminar					May to June, August to September, November to December October - November			60,000.00 100,000.00	60,000.00 100,000.00		
2. Certification of debt securities/bonds	Orientation of issuers of certified agri-agra-compliant debt security - 1 orientation seminar  Orientation of issuers of certified agri-agra-compliant debt security -					October - November  March, April, July, August, October - December			50,000.00	50,000.00		
IV. TRAINING						April - December						
1. Stata - 1			SVP			October - December			200,000.00	200,000.00		
2. Statistics (Basic) - 1			SVP			October - December			150,000.00	150,000.00		
3. On debt securities/banking and finance - 1			SVP			October - December			50,000.00	50,000.00		
4. Gabay - CESB - 1			SVP			April, July and October			50,000.00	50,000.00		
V. SUPPLIES AND EQUIPMENT						September - November						
1. Printer - 1			Shopping			October - November			25,000.00	25,000.00		
2. Extension Cords - 2			Shopping			October - November			2,000.00	2,000.00		
3. External Hard Drive (2 Terra byte) - 1			Shopping			September - November			3,000.00	3,000.00		
4. Powerbank - 2			Shopping			September - November			3,000.00	3,000.00		
6. Coffee Maker - 1			Shopping			September - November			5,000.00	5,000.00		
VI. MEETINGS												
1. Unit meeting/Inter-agency meetings/meeting with clients, etc. - 24 mtgs.			Shopping			January to December			120,000.00	120,000.00		
	TOTAL - PPAC								8,673,000.00	8,673,000.00		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Regular Monitoring Activities Field Enumerators (P200/quest x 40 resp x 42 areas) Representation expenses Vehicle rental (32 areas x P 10,500 per area)	MONITORING & EVALUATION STAFF	Shopping Shopping Shopping			February - November February - November February - November			336,000.00 210,000.00 336,000.00	336,000.00 210,000.00 336,000.00		
	SUB-TOTAL - M & E						SB	882,000.00	882,000.00			

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	Regular Monitoring Activities Travelling expenses Airfare (38 areas x P12,000 per area x 2 pax) Bus and Sea Fare/Toll Fee Per diem (2 pax per area x 57 areas)	MONITORING & EVALUATION STAFF	Shopping Shopping			February - November February, April - June, August January - November			912,000.00 35,000.00 360,000.00	912,000.00 35,000.00 360,000.00		
	SUB-TOTAL - M & E						GAA	1,307,000.00	1,307,000.00			
	TOTAL - M & E							2,189,000.00	2,189,000.00			



Code (RAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>A. PERSONNEL SERVICES / HONORARIUM</b> Legal Service (OSG) - 4 staff	FUND MANAGEMENT STAFF				January - December			180,000.00	180,000.00		
	<b>B. MAINTENANCE AND OPERATING EXPENSES</b>								2,619,200.00	2,619,200.00		
	Travel Expense - Local - 11 staff						January - December		1,000,000.00	1,000,000.00		
	Semi-Expendable - Office Equipment, Furnitures & Fixtures											
	- Steel Open Rack (5 Layers) - 2 units			Shopping			February		20,000.00	150,000.00		
	- Heavy Duty Steel Filing Cabinet (3 drawers) - 1 unit			Shopping			February		8,000.00	480,000.00		
	- Tape Recorder with Memory Card - 2 units			Shopping			February		23,200.00			
	<b>Other Professional Services</b>											
	- Geodetic Engineers - 10 properties			SVP			March - October		250,000.00	1,100.00		
	<b>Repair and Maintenance</b>											
	- Repair and Maintenance - Building & Other Structure		Shopping			April - June, August - September		150,000.00	2,200.00			
	<b>Taxes, Duties &amp; Licenses</b>											
	- Duties & Licenses					February - December		830,000.00	1,650.00			
	<b>Representation Expenses</b>											
	- Committee/Inter-agency Meetings - 24 meetings					January - December		120,000.00	15,180.00			
	- Field Level Meetings - 32 meetings					January - December		80,000.00	792.00			
	<b>Litigation/Acquired Asset Expenses</b>											
	- Attendance to Court Hearings - 8 attendance					February, March, May, June, August, Sept, October, December		128,000.00	2,200.00			
	<b>Other MOOE</b>											
	- Attendance to Court Hearings - 8 attendance					March, June, August, & December		10,000.00	10,000.00			
	<b>SUB TOTAL - FMS</b>						SB		2,799,200.00	2,799,200.00		

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOQE	CO	
	<b>C. MAINTENANCE AND OPERATING EXPENSES</b>	<b>FUND MANAGEMENT STAFF</b>										
	<i>Travel Expensa - Local - 10 staff</i>					January to December			1,200,000.00	1,200,000.00		
	<i>Training and Seminar and Expense</i>											
	- FMS Planning Workshop - 3		Shopping			February, July and October			150,000.00	150,000.00		
	- Staff Training and Seminars (local) - 3		Shopping			May, August and November			150,000.00	150,000.00		
	<i>Office Supplies Expenses</i>											
	- Magazine Box File - 150 pieces		Shopping			February			24,750.00	24,750.00		
	- Brown Envelope, A4 size w/ ACPC Letterhead - 100 pieces		Shopping			February			1,100.00	1,100.00		
	- Brown Envelope, Legal size w/ ACPC Letterhead - 100 pieces		Shopping			February			1,320.00	1,320.00		
	- White Mailing Envelope w/ ACPC Letterhead (500 pcs. per box) - 6 boxes		Shopping			February			5,775.00	5,775.00		
	- Plastic Envelope Organizer		Shopping			February			2,200.00	2,200.00		
	- Plastic Envelope Expanding (clear)		Shopping			February			2,750.00	2,750.00		
	- Clear Book		Shopping			February			1,650.00	1,650.00		
	- L-shape Plastic Envelope Legal size		Shopping			February			3,234.00	3,234.00		
	- ACPC Memo Pad, 8.5"x5.5"		Shopping			February			1,980.00	1,980.00		
	- ACPC Letterhead, A4 size 80 gsm		Shopping			February			15,180.00	15,180.00		
	- Correction Tape - rewrite		Shopping			February			792.00	792.00		
	- Stick-On Tab		Shopping			February			1,430.00	1,430.00		
	- Glue Stick		Shopping			February			1,089.20	1,089.20		
	- Toner Cartridge TK-7109 for Kyocera Network Printer		Shopping			February & July			20,572.75	20,572.75		
	- HP Ink 704 Black		Shopping			January, March, May, July & September			2,200.00	2,200.00		
	- HP Ink 704 Colored		Shopping			January, March, May, July & September			2,200.00	2,200.00		
	- HP Ink 878 Black		Shopping			January, March, June & August			7,425.00	7,425.00		
	- HP Ink 878 Colored		Shopping			January, March, June & August			7,425.00	7,425.00		
	- Ballpen (Pilot)		Shopping			February			792.00	792.00		
	- Rubber, Eraser		Shopping			February			155.10	155.10		
	- Bond Paper, A4		Shopping			February			9,800.00	9,800.00		
	- Bond Paper, Legal		Shopping			February			1,980.00	1,980.00		
	<i>Fuel, Oil &amp; Lubricants Expenses</i>		Shopping			January to December			180,000.00	180,000.00		
	<i>Postage &amp; Courier Services</i>		Shopping			January to December			24,000.00	24,000.00		
	<i>Telephone Expenses - Mobile</i>											
	- Cellcards - 120 pieces		Shopping			January to December			12,000.00	12,000.00		
	<i>Other Professional Services</i>											
	- Geodetic Engineers - 10		SVP			May, August & November			200,000.00	200,000.00		
	<i>Rent/Lease Expense - (Vehicles)</i>											
	- Hiring of Vehicles		Shopping			February to December			495,000.00	495,000.00		
	<i>Financial Expenses</i>											
	- Other Financial Charges - Commission Fees for Real Estate Brokers					May & September			500,000.00	500,000.00		
	<b>SUB TOTAL - FMS</b>						GAA		<b>3,026,880.05</b>	<b>3,026,880.05</b>		
	<b>TOTAL - FMS</b>								<b>6,828,080.05</b>	<b>6,828,080.05</b>		

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	1. Capital Outlay ICT Equipment - Desktop - 31 units - Laptop - 15 units - Printer - 4 units - LCD Projector - 3 units - Survey Device/Tablet - 6 units - NAS External Hard Drive - 2 units	INFORMATION SYSTEMS MANAGEMENT DIVISION	Public Bidding			April			1,860,000.00	1,860,000.00		
			Shopping			March			670,000.00	670,000.00		
			Shopping			March			80,000.00	60,000.00		
			Shopping			March			100,000.00	100,000.00		
			Shopping			January			30,000.00	30,000.00		
			Shopping			March			30,000.00	30,000.00		
	2. MOOE Subscription - Email Service - 80 - Cloud Storage - 1 - Internet (Continuation of current service provider)		Shopping			March & May			100,000.00	100,000.00		
			Shopping			April			20,000.00	20,000.00		
						January to December			1,465,500.00	1,465,500.00		
	Repairs and Maintenance - IT Equipment - 4		Shopping			March, June, September & November			50,000.00	50,000.00		
	<b>SUB-TOTAL - ISMD</b>							<b>GAA</b>	<b>4,385,500.00</b>	<b>4,385,500.00</b>		
	1. Capital Outlay ICT Equipment - Laptop - 20 units - All-on-One Printer - 17 units - Network Printer - 1 unit - LCD Projector - 1 unit - Survey Device/Tablet - 18 units - Data Monitoring Device/Tablet - 4 units - Headset - 8 pieces	INFORMATION SYSTEMS MANAGEMENT DIVISION	SVP			April			800,000.00	800,000.00		
			Shopping			March			76,500.00	76,500.00		
			Shopping			March			50,000.00	50,000.00		
			Shopping			March			33,000.00	33,000.00		
			SVP			January			270,000.00	270,000.00		
			SVP			March			240,000.00	240,000.00		
		Shopping			March			18,000.00	18,000.00			
	2. MODE Subscription - Email Service - 40 - Software - 2 - Firewall Software - 1 - Website Security License - 2		Shopping			April			80,000.00	80,000.00		
			Shopping			July			110,000.00	110,000.00		
			Shopping			May			120,000.00	120,000.00		
			Shopping			March, June, September & November			50,000.00	50,000.00		
	3. Professional Services - ICT Consultancy Services - 2		SVP			July			800,000.00	800,000.00		
	4. Development of an Information Management Programme compliant to the Data Privacy Act (R.A. 10173) of 2012					October - December			600,000.00	600,000.00		
	<b>SUB-TOTAL - ISMD</b>							<b>SB</b>	<b>2,445,500.00</b>	<b>2,445,500.00</b>		
	<b>TOTAL - ISMD</b>								<b>6,831,000.00</b>	<b>6,831,000.00</b>		

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	1. Program Committee Meetings - Program Coordinating Committee - 4 @ P12K - Program Executive Committee - 4 @ P12K - National Executive Committee - 2 @ P15K	INSTITUTIONAL CAPACITY BUILDING DIVISION		March, June, September & December					48,000.00	48,000.00			
					March, June, September & December				48,000.00	48,000.00			
					June & December				30,000.00	30,000.00			
	2. Mid-Year and Year-End Assessment and Planning Workshop-Cooperatives - 2 @ P25K			Shopping			June & December			50,000.00	50,000.00		
	3. Mid-Year and Year-End Assessment and Planning Workshop-Microfinance - 2 @ P25K			Shopping			June & December			50,000.00	50,000.00		
	4. ICB Training for Cooperatives			Shopping			January to November			106,000.00	106,000.00		
	5. ICB Training of Partner Financial Institutions - 9 @ P50K			Shopping			February - October			450,000.00	450,000.00		
	6. Office Space Rental - 12 months @ P7K			Shopping			January - December			84,000.00	84,000.00		
	7. Vehicle Repair/Maintenance in Davao City (SGD 182) - Renewal of Insurance and Registration (LTO) - Repair and Maintenance			Shopping			February January - December			8,000.00 120,000.00	8,000.00 120,000.00		
	8. Office Supplies		Shopping			February & July			14,000.00	14,000.00			
	9. Professional Services					January - December			626,300.00	626,300.00			
	<b>SUB-TOTAL - ICBD</b>						GAA		<b>1,634,300.00</b>	<b>1,634,300.00</b>			
	1. Capital Outlay (ICB Unit) - Overhead Projector - 1 unit - Sofa Set and Center Table - 1 set	INSTITUTIONAL CAPACITY BUILDING DIVISION	Shopping			January			25,000.00	25,000.00			
			Shopping			January			20,000.00	20,000.00			
	2. Financial Assistance to NGOs/Pos												
	3. Professional Services - PDO-III (Dina Mejias) - FA-IV (Ronnie Tabucanon) - PDO-IV (Cherleson Dulay)						January - December January - December January - December			481,200.00 682,900.00 682,900.00	481,200.00 682,900.00 682,900.00		
	4. Maintenance & Other Operating Expenses A. Semi Expendable - Bookshelf - 1 unit - Filing Cabinet - 3 units			Shopping Shopping			April January			10,000.00 15,000.00	10,000.00 15,000.00		
	B. Traveling Expenses						January - December			1,000,000.00	1,000,000.00		
	C. Training expenses (PUNLA/PLEA, DA-ACPC-CDA tie-up) - 4 trainings per month						February - November			1,500,000.00	1,500,000.00		
	D. Representation Expenses - 6 meetings per month			Shopping			January - December			72,000.00	72,000.00		
	E. Membership Dues - 1 membership fee						February			20,000.00	20,000.00		
	5. Training and Scholarship - Trainers Training - 5 - Competency Training - 2					June May & September			30,000.00 70,000.00	30,000.00 70,000.00			
	<b>SUB-TOTAL - ICBD</b>						SB		<b>4,609,000.00</b>	<b>4,609,000.00</b>			
	<b>TOTAL - ICBD</b>								<b>6,243,300.00</b>	<b>6,243,300.00</b>			



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	<b>Capital Outlay</b>	FINANCE MANAGEMENT DIVISION											
	<b>Office Equipment</b>												
	- Microwave - 2 units		Shopping			February & June			10,000.00	10,000.00			
	- Steel Filing Cabinet (4 drawers) - 3 units		Shopping			February & June			36,000.00	36,000.00			
	- Steel Filing Cabinet (2 drawers) - 2 units		Shopping			February & June			20,000.00	20,000.00			
	- Paper Shredder - 1 unit		Shopping			February & June			6,700.00	6,700.00			
	- Coffee maker - 1 unit		Shopping			February & June			5,000.00	5,000.00			
	- 3 in 1 Printer - 2 units		Shopping			February & June			14,000.00	14,000.00			
	<b>ICT Equipment</b>												
	- Voice Recorder - 1 piece		Shopping			February to May			5,000.00	5,000.00			
	<b>Other Supplies and Materials</b>												
	- ACPC Letterhead, A4 - 10 reams	Shopping			January to December			7,000.00	7,000.00				
	- ACPC Letterhead, legal - 5 reams	Shopping			January to December			4,500.00	4,500.00				
	- Finance Poloshirt - 10 pieces	Shopping			February to March			3,300.00	3,300.00				
	<b>TOTAL - FMD</b>						SB	<b>111,500.00</b>	<b>111,500.00</b>				

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				Ads/Post of IB/RE	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<i>Contract of Service Hiring - 80 personnel</i>	ADMINISTRATIVE DIVISION				January & July			26,742,312.00	26,742,312.00		
	<i>Janitorial Services - 3 janitors</i>		SVP			January			800,000.00	800,000.00		
	<i>Conduct of Annual Physical Exam - 1</i>		Shopping			March			60,000.00	60,000.00		
	<i>ACPC Council Miscellaneous Expenses - 4</i>		Shopping			March, June, September & December			340,000.00	340,000.00		
	<i>Security Services - 2 security guards &amp; 1 reliever</i>		SVP			January			990,000.00	990,000.00		
	<i>Meeting</i>								110,000.00	110,000.00		
	Interagency meetings (CSC, DA, DOLE, etc.)					March, June, September & December			44,000.00	44,000.00		
	Regulars AFMS meeting					January - December			66,000.00	66,000.00		
	<i>Workshop</i>								627,000.00	627,000.00		
	Internal workshops/echo-seminars relative to compliance to requirements of relevant government					April, June, September & December			44,000.00	44,000.00		
	Inter-agency workshops (CSC, DA, etc.) relative to compliance to requirements by relevant government offices					April, June, September & December			33,000.00	33,000.00		
	AFMS Planning/Performance Review workshop		SVP			February - March			275,000.00	275,000.00		
	2018 Planning and 2017 Performance Review workshop		SVP			June - July			275,000.00	275,000.00		
	2018 1st Semester Performance Review & Plan Review & Adjustment Workshop											
	<i>Team Building</i>		SVP			April			400,000.00	400,000.00		
	<i>ISO</i>		Agency to Agency			July - December			3,300,000.00	3,300,000.00		
	<i>Training and Seminars</i>								1,380,500.00	1,380,500.00		
	Effective Writing					August			192,500.00	192,500.00		
	Effective Presentation					September			192,500.00	192,500.00		
	Time and Priority Management					May			143,000.00	143,000.00		
	Statistical Package for the Social Sciences (SPSS) Training for Researchers					May			220,000.00	220,000.00		
	Project Development and Packaging					May - June			220,000.00	220,000.00		
	Strategic Performance Management System (for Division Chiefs and Staff)					February			165,000.00	165,000.00		
	Train the Trainer					November			82,500.00	82,500.00		
	Disaster Risk Reduction and Climate Change Mitigation					November			165,000.00	165,000.00		
	<i>Cultural and Athletic Activities</i>								68,600.00	68,600.00		
	Recreational physical activity and sports					July - August			29,250.00	29,250.00		
	<i>Capital Outlay</i>											
	<i>Office Equipment</i>							SB	472,200.00	472,200.00		
	Microwave - 2 units		Shopping			August - September			10,000.00	10,000.00		
	Steel Filing Cabinet (4 drawers) - 2 units		Shopping			November - December			24,000.00	24,000.00		
	Steel Filing Cabinet (2 drawers) - 1 unit		Shopping			November - December			10,000.00	10,000.00		
	Paper Shredder - 1 unit		Shopping			November - December			6,700.00	6,700.00		
	Coffee maker - 1 unit		Shopping			November - December			5,000.00	5,000.00		
	Refrigerator (10 cubic ft) - 1 unit		Shopping			November - December			22,000.00	22,000.00		
	Dry seal maker - 1 unit		Shopping			November - December			2,500.00	2,500.00		
	Water Dispenser - 1 unit		Shopping			November - December			10,000.00	10,000.00		
	Emergency Light - 3 units		Shopping			November - December			24,000.00	24,000.00		
	Spotlight - 2 pieces		Shopping			November - December			6,000.00	6,000.00		
	Electric Stand Fan - 4 units		Shopping			November - December			8,000.00	8,000.00		
	Aircon - 4 units		Shopping			November - December			330,000.00	330,000.00		
	3 in 1 Printer - 2 units		Shopping			March, April, November, December			14,000.00	14,000.00		
						February - March						
	<b>SUB-TOTAL - AD</b>							GAA / SB	<b>33,090,612.00</b>	<b>33,090,612.00</b>		

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)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>Office Equipment/Furnitures (PLEASURE)</b>	<b>ADMINISTRATIVE DIVISION</b>						SB	698,500.00	698,500.00		
	Clerical Table - 23 pieces		Shopping		January - December				149,500.00	149,500.00		
	Clerical Chair - 23 pieces		Shopping		January - December				80,500.00	80,500.00		
	Steel Filing Cabinet - 23 units		Shopping		January - December				184,000.00	184,000.00		
	Sofa - 23 pieces		Shopping		January - December				218,500.00	218,500.00		
	Visitors Chair - 68 pieces		Shopping		January - December				68,000.00	68,000.00		
	<b>Information and Communication Technology Equipment</b>							SB	235,000.00	235,000.00		
	Voice recorder - 1 piece		Shopping		November - December				5,000.00	5,000.00		
	Network Printer - 1 unit		Shopping		November - December				200,000.00	200,000.00		
	LCD Projector - 1 unit		Shopping		November - December				30,000.00	30,000.00		
	<b>Repairs and Maintenance - Vehicle</b>							SB	1,726,000.00	1,726,000.00		
	Repairs and Maintenance/parts - 10		Shopping		January - December				1,050,000.00	1,050,000.00		
	Gasoline and Lubricant - 10		Shopping		January - December				180,000.00	180,000.00		
	Vacuum Cleaner 12 Volts - 10		Shopping		November - December				40,000.00	40,000.00		
	Air Freshener Shaldan - 1200 cans		Shopping		January - December				360,000.00	360,000.00		
	Feather Duster - 40 pieces		Shopping		June, December				8,000.00	8,000.00		
	Chamois/Rag - 10 pieces		Shopping		June, December				8,000.00	8,000.00		
	Insurance (GSIS) - 10				February, March, April May, June, August, Sept, October				80,000.00	80,000.00		
	<b>Furnitures and fixtures</b>							SB	2,491,500.00	2,491,500.00		
	Books shelves/cabinets		Shopping		November - December				5,500.00	5,500.00		
	Cubicles, mobile drawers and chairs		SVP		October - November				178,000.00	178,000.00		
	Conference Room Remodeling		SVP		November - December				880,000.00	880,000.00		
	Repainting (28/F & Unit 3007)		Public Bidding		November - December				1,100,000.00	1,100,000.00		
	Venetian Blinds (28th Flr & Unit 3007)		SVP		November - December				330,000.00	330,000.00		
	<b>Books</b>							SB	50,000.00	50,000.00		
	Books on learning development and government regulations (for Human Resources and General Services)		Shopping		February - December				8,250.00	8,250.00		
	Reference materials		Shopping		February - December				41,750.00	41,750.00		
	<b>R &amp; M - Upholstery of Executive Chairs</b>							SB	121,000.00	121,000.00		
			SVP		September - December							
	<b>Other supplies and materials</b>							SB	725,000.00	725,000.00		
	ACPC Letterhead, A4, 80 gsm, substance 24 - 40 reams		Shopping		April				28,000.00	28,000.00		
	ACPC Letterhead, legal, 80 gsm, substance 24 - 20 reams		Shopping		April				18,000.00	18,000.00		
	ACPC Memopad with Letterhead, 1/2 of		Shopping		April							
	ACPC ID cards (PVC) with ID Lace - 100 pcs		Shopping		July				22,000.00	22,000.00		
	ACPC Anniversary Poloshirt - 400 pieces		SVP		August - October				300,000.00	300,000.00		
	ACPC Jacket - 110 pieces		SVP		February - March				302,500.00	302,500.00		
	World Food Day Poloshirt - 100 pieces		Shopping		October				49,500.00	49,500.00		
	Refill of fire extinguishers - 10 tanks		Shopping		August				5,000.00	5,000.00		
	<b>SUB-TOTAL - AD</b>								<b>6,047,000.00</b>	<b>6,047,000.00</b>		
	<b>TOTAL - AD</b>								<b>39,137,512.00</b>	<b>39,137,512.00</b>		
	<b>GRAND TOTAL</b>								<b>72,845,904.06</b>	<b>72,845,904.06</b>		

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