




BUREAU OF LOCAL GOVERNMENT FINANCE
Regional Office 10
Cagayan de Oro City

ANNUAL PROCUREMENT PLAN
for Calendar Year 2018

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	
	Supplies and Materials Expenses												
	Office Supplies		Regional Office	DBM-PS/Shopping/SVP			January - December 2018		GAA	134,000.00	134,000.00		
	ICT Supplies		Regional Office	DBM-PS/Shopping/SVP			January - December 2018		GAA	18,000.00	18,000.00		
	Fuel, Oil and Lubricant		Regional Office	Continuous/Shopping/SVP			January - December 2018		GAA	98,000.00	98,000.00		
	Other Supplies and Materials		Regional Office	DBM-PS/Shopping/SVP			January - December 2018		GAA	84,000.00	84,000.00		
	Accountable Forms Expenses		Regional Office	Continuous/Shopping/SVP			January - December 2018		GAA	4,000.00	4,000.00		
	Drugs and Medicines Expenses		Regional Office	Shopping/SVP			January - December 2018		GAA	8,000.00	8,000.00		
	Semi-Expendable Machinery & Equipment Expenses												
	Office Equipment		Regional Office	Shopping/SVP			January - December 2018		GAA	18,000.00	18,000.00		
	Information and Communication Technology Equipment		Regional Office	Shopping/SVP			January - December 2018		GAA	18,000.00	18,000.00		
	Utility Expenses												
	Water		Regional Office	Continuous/Shopping/SVP			January - December 2018		GAA	25,000.00	25,000.00		
	Electricity		Regional Office	Continuous			January - December 2018		GAA	197,000.00	197,000.00		
	Communication Expenses												
	Postage and Courier Expenses		Regional Office	Continuous/Shopping/SVP			January - December 2018		GAA	9,000.00	9,000.00		
	Telephone Expenses												
	Mobile		Regional Office	Continuous/Shopping/SVP			January - December 2018		GAA	11,000.00	11,000.00		
	Landline		Regional Office	Continuous			January - December 2018		GAA	13,000.00	13,000.00		
	Internet Subscription		Regional Office	Continuous/Shopping/SVP			January - December 2018		GAA	67,000.00	67,000.00		
	General Services												
	Other General Services												
	Office Equipment		Regional Office	Shopping/SVP			January - December 2018		GAA				
	Repairs and Maintenance												
	Furniture and Fixtures		Regional Office	Shopping/SVP			January - December 2018		GAA	5,000.00	5,000.00		
	Office Equipment		Regional Office	Shopping/SVP			January - December 2018		GAA	8,000.00	6,000.00		
	ICT Repair		Regional Office	Shopping/SVP			January - December 2018		GAA	7,000.00	7,000.00		
	Insurance Expenses		Regional Office	Continuous			January - December 2018		GAA	7,000.00	7,000.00		
	Other Maintenance												
	Motor Vehicles		Regional Office	Shopping/Direct Contracting/			January - December 2018		GAA	32,000.00	32,000.00		
	TOTAL			Small Value Procurement						761,000.00	761,000.00		

Prepared by: 
PAOLITO A. ABLON
 Local Assessment Operations Officer / Acting Supply Officer

Recommending Approval: 
MARJORIE L. MANLEGRO
 Chairman, Bids and Awards Committee

Approved by: 
HERMINIGILDA G. BARSULA
 OIC - Regional Director