

DEPARTMENT OF AGRARIAN REFORM  
DAR CALABARZON - REGIONAL OFFICE  
ANNUAL PROCUREMENT PLAN FOR CY 2018

| MFO / PROGRAMS / ACTIVITIES / PROJECTS     | PMO/ End User | Mode of Procurement | Estimated Budget  | Schedule for Each Procurement Activity |                  |                 |                  | Source of Funds | Estimated Budget  |                   |    | Remarks<br>(Brief description of Program/ Project) |
|--|---------------|---------------------|-------------------|--|------------------|-----------------|------------------|-----------------|-------------------|-------------------|----|--|
|  |               |                     |                   | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award | Contract Signing |                 | TOTAL             | MOOE              | CO |  |
| <b>Common Supplies and Equipment (CSE)</b> |               |                     | <b>1,653,000</b>  |  |                  |                 |                  |                 | <b>1,653,000</b>  | <b>1,653,000</b>  | -  |  |
| Available at PS - DBM                      |               |                     | 1,601,503         |  |                  |                 |                  | GAA             | 1,601,503         | 1,601,503         | -  |  |
|  | STOD          | PS-DBM              | 998,503           | n/a                                    | n/a              | n/a             | n/a              | GAA             | 998,503           | 998,503           |    |  |
|  | DARAB         | PS-DBM              | 177,000           | n/a                                    | n/a              | n/a             | n/a              | GAA             | 177,000           | 177,000           |    |  |
|  | LEGAL         | PS-DBM              | 326,000           | n/a                                    | n/a              | n/a             | n/a              | GAA             | 326,000           | 326,000           |    |  |
|  | TASS          | PS-DBM              | 100,000           | n/a                                    | n/a              | n/a             | n/a              | GAA             | 100,000           | 100,000           |    |  |
| Not Available in PS-DBM                    | STOD          | AMP                 | 51,497            | May                                    | May              | June            | June             | GAA             | 51,497            | 51,497            |    |  |
| <b>GAS-HRD</b>                             |               |                     | <b>13,835,000</b> |  |                  |                 |                  |                 | <b>13,835,000</b> | <b>13,835,000</b> |    |  |
| Fuel, Oil and Lubricants                   | DARRO-4A      | AMP                 | 2,000,000         | n/a                                    | n/a              | n/a             | n/a              | GAA             | 2,000,000         | 2,000,000         |    |  |
| Utilities                                  |               |                     | 2,340,000         |  |                  |                 |                  | GAA             | 2,340,000         | 2,340,000         |    |  |
| Water                                      | DARRO-4A      | AMP                 | 270,000           | n/a                                    | n/a              | n/a             | n/a              | GAA             | 270,000           | 270,000           |    |  |
| Electricity                                | DARRO-4A      | AMP                 | 2,070,000         | n/a                                    | n/a              | n/a             | n/a              | GAA             | 2,070,000         | 2,070,000         |    |  |
| Communications                             |               |                     | 1,000,000         |  |                  |                 |                  | GAA             | 1,000,000         | 1,000,000         |    |  |
| Landline                                   | DARRO-4A      | AMP                 | 600,000           | n/a                                    | n/a              | n/a             | n/a              | GAA             | 600,000           | 600,000           |    |  |
| Mobile                                     | DARRO-4A      | AMP                 | 370,000           | n/a                                    | n/a              | n/a             | n/a              | GAA             | 370,000           | 370,000           |    |  |
| Internet                                   | DARRO-4A      | AMP                 | 30,000            | n/a                                    | n/a              | n/a             | n/a              | GAA             | 30,000            | 30,000            |    |  |
| General Services                           |               |                     | 3,500,000         |  |                  |                 |                  | GAA             | 3,500,000         | 3,500,000         |    |  |
| Janitorial                                 | DARRO-4A      | AMP                 | 2,000,000         | n/a                                    | n/a              | n/a             | n/a              | GAA             | 2,000,000         | 2,000,000         |    |  |
| Security                                   | DARRO-4A      | Competitive Bidding | 1,500,000         | Dec-17                                 | Dec-17           | Jan-18          | Jan-18           | GAA             | 1,500,000         | 1,500,000         |    |  |
| Rent/Lease Expenses                        |               |                     | 4,000,000         |  |                  |                 |                  | GAA             | 4,000,000         | 4,000,000         |    |  |
| Rent - Building                            | DARRO-4A      | AMP                 | 4,000,000         | n/a                                    | n/a              | Jan-18          | Jan-18           | GAA             | 4,000,000         | 4,000,000         |    |  |

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|--|---------------|---------------------|------------------|--|------------------|-------------------------|--------------------|-----------------|------------------|------------------|----|---|
|  |               |                     |                  | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award         | Contract Signing   |                 | TOTAL            | MOOE             | CO |   |
| Repair and Maintenance (office Equipment)  | DARRO-4A      | AMP                 | 565,000          | Feb-18                                 | Feb-18           | Feb-18                  | Feb-18             | GAA             | 565,000          | 565,000          |    |   |
| Repair and Maintenance (Motor Vehicle)   | DARRO-4A      | AMP                 | 995,000          | Feb-18                                 | Feb-18           | Mar-18                  | Mar-18             | GAA             | 995,000          | 995,000          |    |   |
| <b>STOD</b>  |               |                     | <b>3,100,000</b> |  |                  |                         |                    |                 | <b>3,100,000</b> | <b>3,100,000</b> |    |   |
| <b>Trainings &amp; Scholarship/seminars/conferences/for a</b>  |               |                     | <b>3,100,000</b> |  |                  |                         |                    |                 | <b>3,100,000</b> | <b>3,100,000</b> |    |   |
| <i>Regional Planning Session</i>   | STOD          | AMP                 | 1,050,000        | n/a                                    | n/a              | April, July, Oct & Dec. | April, July, Oct & | GAA             | 1,050,000        | 1,050,000        |    |   |
| <i>CY 2019 BED Preparation</i>   | STOD          | AMP                 | 250,000          | n/a                                    | n/a              | November                | November           | GAA             | 250,000          | 250,000          |    |   |
| <i>Capability Building for Planning Officers, M&amp;E pointperson &amp; Technical Staff (Regional &amp;</i>                          | STOD          | AMP                 | 120,000          | n/a                                    | n/a              | May                     | May                | GAA             | 120,000          | 120,000          |    |   |
| <i>Senior Citizens Activity</i>  | STOD          | AMP                 | 180,000          | n/a                                    | n/a              | Sept                    | Sept               | GAA             | 180,000          | 180,000          |    |   |
| <i>Review/Updates PRIME Implementation and other Administrative Issuances</i>  | STOD          | AMP                 | 200,000          | n/a                                    | n/a              | August                  | August             | GAA             | 200,000          | 200,000          |    |   |
| <i>Womens months/GAD awareness and other gender related activities</i>   | STOD          | AMP                 | 250,000          | n/a                                    | n/a              | March                   | March              | GAA             | 250,000          | 250,000          |    |   |
| <i>Year End Planning and Assessment cum Christmas Party (Regional &amp; Provincial)</i>  | STOD          | AMP                 | 300,000          | n/a                                    | n/a              | December                | December           | GAA             | 300,000          | 300,000          |    |   |
| <i>RA 9184 latest issuances (updates)/PBB</i>  | STOD          | AMP                 | 140,000          | n/a                                    | n/a              | June                    | June               | GAA             | 140,000          | 140,000          |    |   |
| <i>Semi Annual Assessment on Administrative and Personnel matters Finance, Regional and Provincial Accountant and Budget Officer</i> | STOD          | AMP                 | 220,000          | n/a                                    | n/a              | April & December        | April & December   | GAA             | 220,000          | 220,000          |    |   |
| <i>Quarterly STOD Assessment (PBB) Finance, Regional and Provincial Accountant and Budget Officer</i>                                | STOD          | AMP                 | 300,000          | n/a                                    | n/a              | June & October          | June & October     | GAA             | 300,000          | 300,000          |    |   |
| <i>Regional Execom/ManCom Meetings and Conferences</i>   | STOD          | AMP                 | 90,000           | n/a                                    | n/a              | Jan-Dec                 | Jan-Dec            | GAA             | 90,000           | 90,000           |    |   |
| <b>Agrarian Legal Services (ALS)- Adjudication</b>   | DARAB         |                     | <b>925,000</b>   |  |                  |                         |                    |                 | <b>925,000</b>   | <b>925,000</b>   |    |   |
| <b>Training, Scholarship/seminars/conferences/fora</b>   |               |                     | <b>925,000</b>   |  |                  |                         |                    |                 | <b>925,000</b>   | <b>925,000</b>   |    |   |
| <i>Conduct of Strategic Planning/Workshops/Fast-tracking/Harmonization of Data</i>   | DARAB         | AMP                 | 280,000          | n/a                                    | n/a              | June & September        | June & September   | GAA             | 280,000          | 280,000          |    |   |

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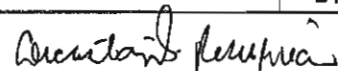
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|--|---------------|---------------------|------------------|--|------------------|-------------------------|-------------------------|-----------------|------------------|------------------|----|--|
|  |               |                     |                  | Ads/Post of IB/REI                     | Sub/Open of Bids | Notice of Award         | Contract Signing        |                 | TOTAL            | MOOE             | CO |  |
| <i>Conduct of Finalization of output for the 1st semester and redefining of 2nd semester</i> | DARAB         | AMP                 | 140,000          | n/a                                    | n/a              | June                    | June                    | GAA             | 140,000          | 140,000          |    |  |
| <i>Enhancement seminar/year-end evaluation Conference</i>                                    | DARAB         | AMP                 | 39,500           | n/a                                    | n/a              | December                | December                | GAA             | 39,500           | 39,500           |    |  |
| <i>Conduct of legal writeshops/Enhancement Workshop</i>                                      | DARAB         | AMP                 | 120,000          | n/a                                    | n/a              | March & December        | March & December        | GAA             | 120,000          | 120,000          |    |  |
| <i>Conduct of Adjudicators/COBs/Sheriffs Meeting</i>   | DARAB         | AMP                 | 44,000           | n/a                                    | n/a              | March, June, Sept &     | March, June, Sept &     | GAA             | 44,000           | 44,000           |    |  |
| <i>Skills upgrading of administrative support</i>  | DARAB         | AMP                 | 34,500           | n/a                                    | n/a              | June                    | June                    | GAA             | 34,500           | 34,500           |    |  |
| <i>Retooling of RARAD &amp; PARAD Staff on latest issuances and jurisprudence</i>            | DARAB         | AMP                 | 58,500           | n/a                                    | n/a              | September               | September               | GAA             | 58,500           | 58,500           |    |  |
| <i>Professional Skill Enhancement for Legal Officers &amp; Lawyers</i>                       | DARAB         | AMP                 | 26,500           | n/a                                    | n/a              | September               | September               | GAA             | 26,500           | 26,500           |    |  |
| <i>Conduct of RARAD Supervisory visit</i>  | DARAB         | AMP                 | 28,000           | n/a                                    | n/a              | March, June, Sept &     | March, June, Sept &     | GAA             | 28,000           | 28,000           |    |  |
| <i>Conduct of LCMS data cleansing workshop</i>   | DARAB         | AMP                 | 154,000          | n/a                                    | n/a              | June & December         | June & December         | GAA             | 154,000          | 154,000          |    |  |
| <b>Agrarian Legal Services (ALS)- Legal</b>  | LEGAL         |                     | <b>1,360,000</b> |  |                  |                         |                         |                 | <b>1,360,000</b> | <b>1,360,000</b> |    |  |
| <b>Training, Scholarship/seminars/conferences/fora</b>                                       |               |                     | <b>1,360,000</b> |  |                  |                         |                         |                 | <b>1,360,000</b> | <b>1,360,000</b> |    |  |
| <i>Quarterly Assessment cum LCMS data updating</i>   | LEGAL         | AMP                 | 864,000          | n/a                                    | n/a              | March, June, Sept & Dec | March, June, Sept & Dec | GAA             | 864,000          | 864,000          |    |  |
| <i>Conducts of Legal Writeshop</i>   | LEGAL         | AMP                 | 118,800          | n/a                                    | n/a              | May                     | May                     | GAA             | 118,800          | 118,800          |    |  |
| <i>Conduct meetings of Chief Legal &amp; LCMS point person</i>                               | LEGAL         | AMP                 | 15,200           | n/a                                    | n/a              | March, June             | March, June             | GAA             | 15,200           | 15,200           |    |  |
| <i>Cascading of new/policy issuances/guidelines</i>  | LEGAL         | AMP                 | 162,000          | n/a                                    | n/a              | November                | November                | GAA             | 162,000          | 162,000          |    |  |
| <i>Conduct of Fast tracking of ALI cases</i>   | LEGAL         | AMP                 | 200,000          | n/a                                    | n/a              | May & Nov               | May & Nov               | GAA             | 200,000          | 200,000          |    |  |
| <b>Technical Assistance Support Services</b>   | TASS          |                     | <b>950,000</b>   |  |                  |                         |                         |                 | <b>950,000</b>   | <b>950,000</b>   |    |  |
| <b>Training, Scholarship/seminars/conferences/fora</b>                                       |               |                     | <b>950,000</b>   |  |                  |                         |                         |                 | <b>950,000</b>   | <b>950,000</b>   |    |  |
| <i>Conduct of PBD ASSESSMENT of Accomplishment and Recalibration Workshop/ RPS</i>           | TASS          | AMP                 | 648,000          | n/a                                    | n/a              | March, June, Sept & Dec | March, June, Sept & Dec | GAA             | 648,000          | 648,000          |    |  |

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|---|---------------|---------------------|-------------------|--|------------------|-------------------------|-------------------------|-----------------|-------------------|-------------------|----|---|
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| Consultation sessions with DARPOs, ARBs, CSOs, NGOs, other Gos re: Intensification of support services delivery | TASS          | AMP                 | 32,000            | n/a                                    | n/a              | March, June, Sept & Dec | March, June, Sept & Dec | GAA             | 32,000            | 32,000            |    |   |
| Learning Infusion for ARBDSP group  | TASS          | AMP                 | 90,000            | n/a                                    | n/a              | March, & Sept           | March, & Sept           | GAA             | 90,000            | 90,000            |    |   |
| Conduct of DAR-DTI Synchronization Planning Session   | TASS          | AMP                 | 54,000            | n/a                                    | n/a              | March & June            | March & June            | GAA             | 54,000            | 54,000            |    |   |
| Conduct of Orientation on Partnership Programs  | TASS          | AMP                 | 126,000           | n/a                                    | n/a              | March & June            | March & June            | GAA             | 126,000           | 126,000           |    |   |
| <b>TOTAL</b>  |               |                     | <b>21,823,000</b> |  |                  |                         |                         |                 | <b>21,823,000</b> | <b>21,823,000</b> |    |   |


Validated and consolidated by :

**BAC SECRETARIAT :**

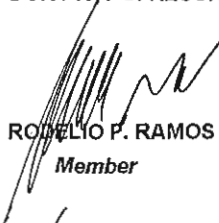
  
DOROTHY C. RESURRECCION

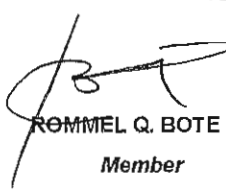
  
LINA M. STA BARBARA

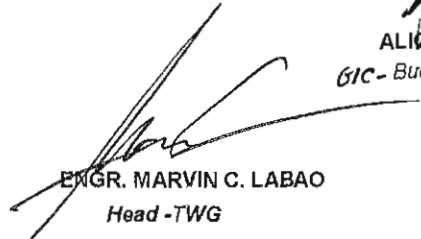
Reviewed by:

  
ALICIA P. PENA  
GIC - Budget Officer III

**TECHNICAL WORKING GROUP :**


  
ROBELIO P. RAMOS  
Member


  
ROMMEL Q. BOTE  
Member

  
ENGR. MARVIN C. LABAO  
Head -TWG

Recommending Approval:

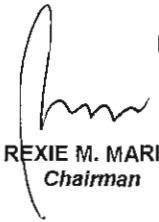
**BAC COMMITTEE:**

  
ROMMEL Q. BOTE  
Member

  
RAMON S. DAYRIT  
Member

  
ROMEO J. DELA CRUZ  
Member

  
DALANGIN CEFERINA S. PAREL  
Vice Chairman

  
ATTY. REXIE M. MARISTELA  
Chairman

Approved by:

**HOPE**

  
LUIS B. BUENO, JR.  
Regional Director