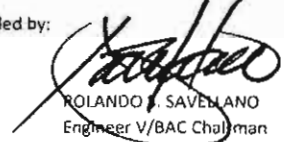


**NATIONAL TELECOMMUNICATIONS COMMISSION  
ANNUAL PROCUREMENT PLAN - CY 2018**

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity											Source of Funds	Estimated Budget (PHP)			Remarks			
				Pre-Proc Conference	Ads/Post of IABE	Pre-Bid Conference	Sub/Open of Bids	Bid Evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed	Delivery/Completion	Acceptance/Turnover		Total	MOOE	CO				
A.1	Supplies and Materials																					
-do-	Office Supplies	NTC RO1	Shopping		28-Feb		9-Mar				14-Mar			16-Mar		GOP	230,000	230,000			1st to 4th	
-do-	ICT Supplies	NTC RO1	Shopping		30-May		9-Jun				14-Jun			16-Jun		GOP	125,000	125,000			qtr requirement	
-do-	Other Supplies & Materials	NTC RO1	SVP		31-Aug		9-Sep				14-Sep			16-Sep		GOP	125,000	125,000				
-do-	Fuel, Oil & Other Lubricants	NTC RO1			30-Nov		9-Dec				14-Dec			16-Dec		GOP	192,000	192,000			Continuation of existing contract	
	Utility Services																					
-do-	Water	NTC RO1	Direct Contracting w/ previous contract													GOP	60,000	60,000				
-c-	Electricity	NTC RO1														GOP	534,000	534,000			Continuation of Contract-Lone provider of services.	
	Communication Services																					
-do-	Postage/Messengerials	NTC RO1														GOP	34,000	34,000				
-do-	Telephone-Landline	NTC RO1														GOP	265,600	265,600				
-do-	Telephone Mobile	NTC RO1														GOP	14,400	14,400				
	General Services																					
-do-	Janitorial Services	NTC RO1														GOP	-	-			Year round-10	
-do-	Security Services	NTC RO1	SVP													GOP	390,000	390,000			ly contract	
-do-	Other Gen Services-Prof'l Svc	NTC RO1	Direct Contracting													GOP	182,000	182,000			Year round	
	Repairs and Maintenance																					
-do-	Building and Other Structures	NTC RO1	Negotiated(SVP)		28 Feb		9-Mar				14-Mar			16-Mar		GOP	75,000	75,000			Quarterly Requirement	
-do-	Machinery, Office Equipment	NTC RO1	Negotiated(SVP)		30-May		9-Jun				14-Jun			16-Jun		GOP	25,000	25,000				
-do-	Transport Equipment	NTC RO1	Negotiated(SVP)		31-Aug		9-Sep				14-Sep			16-Sep		GOP	100,000	100,000				
-do-	Furnitures and Fixtures	NTC RO1	Negotiated(SVP)		30-Nov		9-Dec				14-Dec			6-Jan		GOP	25,000	25,000				
	Office Equipment (ICT & Other supplies Account)																					
-do-	Multi Function Printer (3 in 1)	NTC RO1	SVP		28-Feb		9-Mar				14-Mar			16-Mar		GOP	-	-			For Admn. Use and Licensing use	
-do-	Scanners (Duplex-2 sided)	NTC RO1	SVP		30-May		9-Jun				14-Jun			16-Jun		GOP	-	-				
-do-	Dot Matrix Printer	NTC RO1	Shopping		31-Aug		9-Sep				14-Sep			16-Sep		GOP	-	-				
-do-	CCTV	NTC RO1	SVP		30-Nov		9-Dec				14-Dec			16-Dec		GOP	-	-				
	Facsimile Machine	NTC RO1	Shopping													GOP	-	-				
	ID Laminator	NTC RO1	SVP													GOP	-	-				
	Filing Cabinets (Steel)	NTC RO1	Shopping													GOP	-	-				
	Capital Outlay																					
-do-	Information & Comm. Tech. Equipment		Public Bidding/Philgeps		28-Feb		9-Mar				14-Mar			16-Mar		GOP	16,000,000		16,000,000			For monitoring purposes
																	18,377,000	2,377,000	16,000,000			

Prepared by:   
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 BAC Secretary/Attorney III

Recommended by:   
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 Engineer V/BAC Chairman

Approved By:   
**DANILO O. CUENA, PECE, REE**  
 Regional Director/HOPE

NATIONAL TELECOMMUNICATIONS COMMISSION  
Regional Office No. 1, San Fernando City, La Union

**PROJECT PROCUREMENT MANAGEMENT PLAN**

CY 2018

User: GENERAL SERVICES UNIT

General Description	Information	Mode of Procurement	Extent of Contract	Time Schedule	Estimated Budget Contract (Pesos)
Repair and maintenance of Motor Vehicles to include: Change oil, replace tires. replace batteries, tune up, aircon cleaning, replace timing belts, etc.	Contracted Out (Small Value Procurement/SVP)	Direct Contracting		As need arises	75,000.00
Repair & Maintenance of:					
Building and other structures	Implemented by Administration	Direct Contracting		As need arises	65,000.00
Office machineries & equipment to include aircon maintenance	Contracted Out (SVP)	Direct Contracting		As need arises	25,000.00
IT Equipment	Contracted Out (SVP)	Direct Contracting		As need arises	25,000.00
Furnitures and Fixtures	Contracted Out (SVP)	Direct Contracting		As need arises	10,000.00
Genreal Services					
Janitorial Services	Contracted Out	Public Bidding	one (1) year		172,000.00
Security Services	Contracted Out	Public Bidding	one (1) year		450,000.00
Utilites and other services:					
Water	Contracted out	} continuation of existing contract/ lone provider of services			80,000.00
Electricity	Contracted out				420,000.00
Fuel, oil and other lubricants	Contracted out				116,000.00
Communication services to include: land line/internet connection, mobile services, postage and courier deliveries	Contracted out				338,000.00

Prepared and Submitted by:

  
ELIZABETH O. NIPAL  
Chief Administrative Officer

Approved by:

  
DANILO O. CUENCA, PECE, REE  
Regional Director

NATIONAL TELECOMMUNICATIONS COMMISSION

Regional Office NO. 1

PROJECT PROCUREMENT MANAGEMENT PLAN (ppmp) CY 2018

TRAINING PLAN

Code	General Description	Quantity/Size	Estimated Budget	Scheduled/Milestone of Activities												Total	
				Jan	Feb	Mar	Apr	May	June	Jul	Aug	Sept	Oct	Nov.	Dec		
	Policy Formulation																
	CESB Sponsored Courses/Executive Managers Courses	1				8,000.00											8,000.00
	Civil Service Sponsored Courses																
	LACE	2	4,800.00							4,800.00							4,800.00
	Supervisory Devt. Course T-1	1	4,800.00				4,800.00										4,800.00
	Supervisory Devt. Course T-2&3	1	6,000.00										6,000.00				6,000.00
	Values Orientation Workshop	2	1,200.00		1,200.00						1,200.00						2,400.00
	Effective Written Comm. Skills	2	1,200.00				1,200.00									1,200.00	2,400.00
	Developmental Programs																
	Legal Continuing Education	1	8,000.00					8,000.00									8,000.00
	PAGBA	2	7,600.00							15,200.00							15,200.00
	AGAP/GACPA	2	8,000.00				4,000.00								4,000.00		8,000.00
	IECEP	9	4,800.00										43,200.00				43,200.00
	PICPA	1	4,800.00													4,800.00	4,800.00
	HR Symposiums	2	9,000.00					18,000.00									
	Others																
	Technical Competencies (Computer related courses)	2	3,600.00			7,200.00											7,200.00
	TQM/QMS Orientation/Re-orientation/Updates (ISO: 2015)	5	3,600.00														
	GAD Activity	17	48,000.00													48,000.00	48,000.00
	Updates on RA 9184	4	4,800.00					19,200.00									19,200.00
	COA/Accounting Updates	3	4,800.00							14,400.00							14,400.00
	Records Administration Updates	2	7,000.00									14,000.00					14,000.00
	Cash Management & Internal control System	2	6,000.00				12,000.00										12,000.00
	The Phil. Bidding Documents	4	6,000.00				24,000.00										24,000.00
	Accounting for Non-Accountants	2	7,000.00										14,000.00				14,000.00
	Total																260,400.00

Prepared by:

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Chief Administrative Officer

Approved:

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Regional Director