

# PHILIPPINE INSTITUTE FOR DEVELOPMENT STUDIES

## Revised/Updated Annual Procurement Plan for FY 2018

as of August 31, 2018

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Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of 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	
<b>Capital Outlay</b>												
10000000000000	Leasehold Improvement	GASS	with existing contract			Jan to Mar		COB	374,353.80		374,353.80	awarded in 2017; ongoing contract implementation
20000000000000	Server, rack mounted	MIS/RIS	SVP			Apr to Jul		COB	840,700.00		840,700.00	
20000000000000	Server-grade UPS	MIS	Shopping			April		COB	157,778.00		157,778.00	
20000000000000	Network Switch	MIS	SVP			April		COB	49,900.00		49,900.00	
20000000000000	Videocamera	Public Affairs	SVP			March		COB	177,273.90		177,273.90	
20000000000000	Smartphone	MIS	Shopping			May		COB	54,870.00		54,870.00	
20000000000000	Desktop computer	MIS	Agency-to-Agency			May		COB	52,000.00		52,000.00	
20000000000000	VOIP Phone/PBX Handset	RES/MIS	SVP			Jan		COB	117,000.00		117,000.00	
20000000000000	Livestreaming software and hardware	Public Affairs	SVP			March		COB	327,000.00		327,000.00	
20000000000000	Analog Telephone Adapter	MIS	SVP			April		COB	62,633.00		62,633.00	
20000000000000	Refrigerator	MIS	Shopping			August		COB	50,000.00		50,000.00	
20000000000000	Fire-proof cabinet	GASS	Shopping			November		COB	37,100.00		37,100.00	
20000000000000	500 GB SAS HDD FRU 90Y5984	MIS	Shopping			November		COB	26,500.00		26,500.00	
20000000000000	Others	MIS, GASS, RID, RES	Shopping/SVP			4th Quarter		COB	54,891.30		54,891.30	
<b>Supplies, Materials, and Semi-Expendable Equipment</b>												
20000000000000	Common-Use Supplies available at Procurement Service	RES/PSD/RID /AFD	NP-Agency-to-Agency			Jan to Dec		COB	777,634.07	777,634.07		
20000000000000	Supplies and Semi-expendable equipment (office suplies & equip., books)	RES, AFD, GASS, MIS, PSD, RIS	Shopping/SVP			Monthly		COB	1,091,666.93	1,091,666.93		
30000000000000	Refrigerator	RES				June			12,599.00	12,599.00		
10000000000000	Filing Cabinet	GASS				June			8,100.00	8,100.00		
20000000000000	IT equipment (software license)	RIS	SVP			December		COB	50,000.00	50,000.00		License to be secured in December
20000000000000	IT Hardware and Equipment Maintenance (IT-related software, maintenance support, etc)	MIS/AFD	SVP			May and Sept		COB	250,000.00	250,000.00		
20000000000000	Gasoline, Oil & Lubricants	AFD, GASS, PSD, RES	Shopping/SVP			Monthly		COB	632,700.00	632,700.00		
10000000000000	Major Events (PRAISE/PIDS Anniv etc)	GASS	SVP			Monthly		COB	1,817,000.00	1,817,000.00		
10000000000000	Athletic and Cultural Program	GASS	Shopping			Mar, Jul, and Dec		COB	147,000.00	147,000.00		
<b>Advertising</b>												
10000000000000	Advertising	GASS	SVP			Quarterly		COB	10,000.00	10,000.00		
<b>Communication</b>												
20000000000000	Telephone Expenses	AFD, RIS, PSD, RES	GPPB Cir./SVP			Monthly		COB	732,442.00	732,442.00		

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				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
20000000000000	Postage and courier services	PSD, RES, AFD, RIS	SVP				Monthly	COB	343,000.00	343,000.00		
<b>Printing, Lay-outing and Binding</b>												
20000000000000	Books, Printing, Binding, and Publication Expenses	AFD, MIS, PSD, RES, RIS	SVP				Monthly	COB	428,500.00	428,500.00		
20000000000000	Policy Notes - Printing	RIS	SVP				Monthly	COB	225,000.00	225,000.00		
20000000000000	Development Research News	RIS	SVP				Quarterly	COB	100,000.00	100,000.00		
20000000000000	Research Papers	RIS	SVP				Quarterly	COB	120,000.00	120,000.00		
20000000000000	Philippine Journal of Development	RIS	SVP				Mar and Aug	COB	160,000.00	160,000.00		
20000000000000	Economic Policy Monitor	RIS	SVP				Apr and Oct	COB	200,000.00	200,000.00		
20000000000000	Economic Issue of the Day	RIS	SVP				February	COB	20,000.00	20,000.00		
20000000000000	APPC Proceedings	RIS	SVP				September	COB	100,000.00	100,000.00		
20000000000000	Annual Report	RIS	SVP				June	COB	155,000.00	155,000.00		
20000000000000	PIDS flyer	RIS	SVP				February	COB	40,000.00	40,000.00		
<b>Repairs and Maintenance</b>												
20000000000000	Repair and Maintenance of Motor Vehicles	AFD, GASS, PSD, RES, RIS	Shopping/SVP				Monthly	COB	880,000.00	880,000.00		
20000000000000	Repair & Maintenance - Office, Furniture & IT Hardware and Software	AFD, GASS, PSD, RES, RIS	SVP				Monthly	COB	932,000.00	932,000.00		
10000000000000	Maintenance and improvements - leased area	GASS	Shopping/SVP				Monthly	COB	500,000.00	500,000.00		
20000000000000	Other Repairs & Maintenance	PSD	SVP				Monthly	COB	10,000.00	10,000.00		
<b>Representation Expenses</b>												
20000000000000	Representation expenses	AFD, GASS, MIS, PSD, RES, RIS	Shopping/SVP				Monthly	COB	4,093,000.00	4,093,000.00		
20000000000000	Miscellaneous	AFD, GASS, MIS, PSD, RES, RIS	Shopping/SVP				Monthly	COB	146,300.00	146,300.00		
30000000000000	Extraordinary and Miscellaneous	RES	Shopping/SVP				Monthly	COB	297,600.00	297,600.00		
<b>Rent</b>												
10000000000000	Rent of Office Space	GASS	Lease of Real				Monthly	COB	31,000,000.00	31,000,000.00		
<b>Subscription</b>												
20000000000000	Subscription	AFD	SVP				November	COB	10,000.00	10,000.00		
20000000000000	Subscription (ICT Software, OS Licenses, etc)	MIS	SVP				Apr to Dec	COB	3,079,500.00	3,079,500.00		
30000000000000	Subscription Expenses (NSO data, etc)	RES	SVP					COB	1,275,000.00	1,275,000.00		
20000000000000	Subscription (online marketing automation platform)	Public Affairs	direct contracting				Monthly	COB	50,000.00	50,000.00		
20000000000000	Subscriptions (magazines, newspapers, semi-expendable)	RIS	SVP				Jan to Mar	COB	170,000.00	170,000.00		
<b>Training Expenses/Seminars and Workshops/Cost of Meetings</b>												
20000000000000	Press Conferences/Seminars (Public Affairs Division)	Public Affairs	SVP/Lease of Venue				Jan to Nov	COB	1,310,000.00	1,310,000.00		
20000000000000	Trainings and Seminars	AFD, MIS, PSD, RES	SVP				Monthly	COB	977,000.00	977,000.00		

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				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
20000000000000	Staff development/Skills enhancement	RID, PASCN	Shopping			Feb to Nov		COB	185,000.00	185,000.00		
<b>Travelling</b>												
30000000000000	Traveling Expenses (involving different projects/studies)	RES	SVP/Lease of Venue			Monthly		COB	15,564,000.00	15,564,000.00		
20000000000000	Travel costs (air, land travel, and hotel accomodation) for	Public Affairs	SVP/Lease of Venue			Mar to Dec		COB	200,000.00	200,000.00		
20000000000000	Traveling Expenses	AFD, MIS, PSD	Shopping/SVP			Monthly		COB	571,000.00	571,000.00		
20000000000000	Coaster for the Research Planning on December 12-14, 2018	RES	SVP			November		COB	77,000.00	77,000.00		
<b>Utilities</b>												
10000000000000	Water	GASS	GPPB Res.			Monthly		COB	500,000.00	500,000.00		
10000000000000	Electricity	GASS	GPPB Res.			Monthly		COB	1,800,000.00	1,800,000.00		
20000000000000	Internet	MIS	SVP			Monthly		COB	572,000.00	572,000.00		
<b>Professional Services</b>												
20000000000000	Consultancy/Professional Services (different projects/studies)	RES, PASCN	SVP			Jan to Dec		COB	4,930,700.00	4,930,700.00		
20000000000000	Copyediting of five manuscripts for the PASCN-TDAbook	PASCN	SVP			October to November			59,000.00	59,000.00		
30000000000000	Characterization of Agricultural Workers in the Philippines	RES	Public Bidding			February to April		COB	4,100,000.00	4,100,000.00		
30000000000000	The Delivery of Nutrition Interventions by LGUs to Prevent Child Stunting Among Poor Households: Pilot Case Study	RES	SVP			February to March		COB	450,000.00	450,000.00		
30000000000000	Determinants and Profile of the Middle Class	RES	SVP			February to March		COB	315,000.00	315,000.00		
30000000000000	Updates on Out of School Children in the Philippines	RES	SVP			February to March		COB	450,000.00	450,000.00		
30000000000000	Assessment of the Philippine Electric Power Industry Reforms	RES	SVP			February to March		COB	450,000.00	450,000.00		
30000000000000	Answering Critical Questions on Mining in the Philippines	RES	SVP			February to May		COB	420,000.00	420,000.00		
30000000000000	Readership and Utilization Study of PIDS Publications	RES	Agency-to-Agency			May to June		COB	300,000.00	300,000.00		
30000000000000	Research Assistance to the Process Evaluation of Senior High School Implementation	RES	SVP			March to April		COB	180,000.00	180,000.00		
30000000000000	Technical Assistance to the K to 12 and the Labor Market Study	RES	SVP			March to May		COB	315,000.00	315,000.00		
30000000000000	Technical Assistance to the Process Evaluation of Senior High School Implementation	RES	SVP			March to April		COB	315,000.00	315,000.00		
30000000000000	Research Assistance to the Evaluation of the Mother Tongue-Based Multilingual Education (MTBMLE)	RES	SVP			March to May		COB	180,000.00	180,000.00		
30000000000000	Technical Assistance to the Evaluation of the Mother Tongue-Based Multilingual Education (MTBMLE)	RES	SVP			March to May		COB	315,000.00	315,000.00		

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3000000000000000	Assessment of the TRAIN's coal and petroleum excise taxes: Environmental benefits, and impacts on sectoral employment and household welfare	RES	SVP				April to June	COB	450,000.00	450,000.00		
3000000000000000	Regulatory measures Affecting Services Trade and Investment: Financial and ICT Services - Legal Specialist	RES	SVP				March to May	COB	450,000.00	450,000.00		
3000000000000000	Regulatory measures Affecting Services Trade and Investment: Financial and ICT Services - Services Trade and Investment Specialist	RES	SVP				March to May	COB	450,000.00	450,000.00		
3000000000000000	Regulatory measures Affecting Services Trade and Investment: Financial and ICT Services - Industry Specialist	RES	SVP				June to July	COB	450,000.00	450,000.00		
3000000000000000	Assessing the Resurgent Irrigation Development Program of the Philippines – Synthesis Report	RES	Sec. 53.6 NP- SSAWEMS				March to April	COB	749,000.00	749,000.00		
3000000000000000	Assessing the Resurgent Irrigation Development Program of the Philippines – Water Resources Governance Component	RES	Sec. 53.6 NP- SSAWEMS				March to April	COB	685,500.00	685,500.00		
3000000000000000	Assessing the Resurgent Irrigation Development Program of the Philippines – National Irrigation Systems (NIS) Component	RES	Sec. 53.6 NP- SSAWEMS				March to April	COB	1,605,200.00	1,605,200.00		
3000000000000000	Assessing the Resurgent Irrigation Development Program of the Philippines – Communal Irrigation Systems (CIS) Component	RES	Sec. 53.6 NP- SSAWEMS				March to April	COB	1,612,750.00	1,612,750.00		
3000000000000000	Assessing the Resurgent Irrigation Development Program of the Philippines – Water Resources Component	RES	Sec. 53.6 NP- SSAWEMS				March to April	COB	824,500.00	824,500.00		
3000000000000000	Evaluation of the Mother Tongue-Based Multilingual Education and Senior High School Implementation (Co-Principal Investigator)	RES	SVP				August – September	COB	450,000.00	450,000.00		
3000000000000000	Review of the Macroeconomic Scenarios for the Philippines, 2017-2018	RES	SVP				June to July	COB	450,000.00	450,000.00		
3000000000000000	Team Leader for the Formulation of PIDS Research Agenda 2020-2024	RES	SVP				October to November	COB	700,000.00	700,000.00		
3000000000000000	Study Team Member 1 for the Formulation of PIDS Research Agenda 2020-2024	RES	SVP				October to November	COB	500,000.00	500,000.00		
3000000000000000	Study Team Member 2 for the Formulation of PIDS Research Agenda 2020-2024	RES	SVP				October to November	COB	500,000.00	500,000.00		
3000000000000000	Research and Logistics Assistant for the Formulation of PIDS Research Agenda 2020-2024	RES	SVP				October to November	COB	150,000.00	150,000.00		

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30000000000000	Research Associate for the Formulation of PIDS Research Agenda 2020-2024	RES	SVP		October to November			COB	300,000.00	300,000.00		
30000000000000	Analysis of Implementation Issues and Progress of the Mother Tongue-Based Multilingual Education and Senior High School Implementation	RES	SVP		October to November			COB	150,000.00	150,000.00		
10000000000000	Consultancy services for HRIS enhancement	GASS	SVP		Mar to May			COB	195,000.00	195,000.00		awarded in 2017; ongoing contract implementation
20000000000000	Consultancy services (PIDS AVP production)	Public Affairs	SVP		Jan to Mar			COB	200,000.00	200,000.00		
20000000000000	Consultancy services	RIS- Publication	SVP		Jul to Dec			COB	1,054,000.00	1,054,000.00		
20000000000000	Consultancy Services	PSD	SVP		June			COB	100,000.00	100,000.00		
10000000000000	Legal services with OGCC	GASS	Agency-to-Agency		Jun and Dec			COB	300,000.00	300,000.00		
10000000000000	Legal consultant	GASS	SVP		March			COB	270,000.00	270,000.00		
30000000000000	Other Professional Fees	RES	SVP		Monthly			COB	406,000.00	406,000.00		
10000000000000	Other professional services	GASS	DBM Cir/SVP		as necessary			COB	160,000.00	160,000.00		
10000000000000	QMS Certification-Related Expenses	GASS	Shopping/SVP		May to June			COB	550,000.00	550,000.00		
10000000000000	Conduct of Pre-Audit/Gap Assessment and Certification Audits for the PIDS Quality Management System aligned with ISO 9001:2015	GASS	SVP		May to June			COB	450,000.00	450,000.00		
10000000000000	Assessment Center	GASS	SVP		May to June			COB	200,000.00	200,000.00		
<b>Other General Services</b>												
10000000000000	Janitorial services	GASS	GPPB Cir		Monthly			COB	1,000,000.00	1,000,000.00		Renewal
10000000000000	Security services	GASS	GPPB Cir		Monthly			COB	1,542,000.00	1,542,000.00		Renewal
10000000000000	Other general services (plumbing & electrician)	GASS	SVP		Monthly			COB	200,000.00	200,000.00		
<b>Taxes, Premiums and Other Fees</b>												
10000000000000	Fidelity Bond	GASS	Agency-to-Agency		Quarterly			COB	90,000.00	90,000.00		
10000000000000	Insurance	GASS			Monthly			COB	835,000.00	835,000.00		
10000000000000	Taxes, Duties and Licenses	GASS	Agency-to-Agency		Jan to Sep			COB	150,000.00	150,000.00		
10000000000000	Bank Charges/Mgmt Fee - SDA placement/Loss from Forex	GASS	Agency-to-Agency		Monthly			COB	100,000.00	100,000.00		
<b>Sub-total</b>									<b>106,532,692.00</b>	<b>104,150,692.00</b>	<b>2,382,000.00</b>	

### Externally-Funded Projects (Consulting Services)

30000000000000	Baseline Survey for "Improving the chances of success through better beneficiary sorting and employment facilitation in the Philippines"	RES	Public Bidding		February to May			3ie	5,400,000.00	5,400,000.00		
30000000000000	Joint FS on the Possible Economic Cooperation between Philippines and Taiwan, Global Value Chains	RES	SVP		May to July			MECO	206,000.00	206,000.00		
30000000000000	Issues Paper on Agricultural Credit Market in the Philippines	RES	SVP		Feb to May			PCC	450,000.00	450,000.00		
30000000000000	Issues Paper on the Philippine Digital Commerce Market	RES	SVP		May to June			PCC	450,000.00	450,000.00		

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3000000000000000	Issues Paper on Grocery and Supermarket Retail Business in the Philippines	RES	SVP				May to June	PCC	450,000.00	450,000.00		
3000000000000000	Issues Paper on Land-based Public Transportation in the Philippines	RES	NP- Highly Technical Consultants				February to March	PCC	450,000.00	450,000.00		
3000000000000000	Primary Data Collection for the Conduct of Baseline Study in Policy and Governance Gaps for the Local Government Support Fund Assistance to Municipalities (LGSF-AM)	RES	Public Bidding				August - October	DILG	10,297,500.00	10,297,500.00		
<b>Grand Total</b>									<b>124,236,192.00</b>	<b>121,854,192.00</b>	<b>2,382,000.00</b>	

**Definition:**

AFD - Administrative and Finance Department

COB - Corporate Operating Budget

GASS - General Administrative and Support Services

NP - Negotiated Procurement

PSD - Project Services Department

RES - Research Department

RIS - Research Information Staff

SVP - Small Value Procurement

MIS - Management Information Staff

Prepared by:



**JOSUE O. MIRABITE**

Division Chief III

Procurement Management Division

Recommending Approval:



**ANICETO C. ORBETA, JR.**

BAC Chair-Goods and Other Services



**SONNY N. DOMINGO**

BAC Chair-Consulting Services

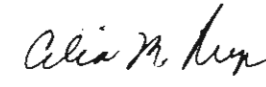


**ANDREA S. AGCAOILI**

Department Manager III

Administrative and Finance Department

Approved by:



**CELIA M. REYES**

President