

DOH-Treatment & Rehabilitation Center, Tagaytay City
Annual Procurement Plan for FY 2019 (GAA)

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	
	Ordering Agreement for Supply of Meat and Poultry	Nutrition and Dietetics Section	Public Bidding	Oct 2018	Nov 2018	Jan 2019	Jan 2019	GAA/ TRC Fund	2,570,045.00	2,570,045.00		Budget up to August 31, 2019 only. Deficit of P3,458,750.00 will be charged against Cost Sharing/Hospital Income (Total Budget Needed Is P12,236,000.00 - P8,777,250.00)
	Ordering Agreement for Supply of Well-Milled Rice	Nutrition and Dietetics Section	Public Bidding	Oct 2018	Nov 2018	Jan 2019	Jan 2019	GAA/ TRC Fund	2,062,350.00	2,062,350.00		
	Ordering Agreement for Supply of Vegables	Nutrition and Dietetics Section	Public Bidding	Oct 2018	Nov 2018	Jan 2019	Jan 2019	GAA/ TRC Fund	1,516,254.00	1,516,254.00		
	Ordering Agreement for Supply of Fish and Seafoods	Nutrition and Dietetics Section	Public Bidding	Oct 2018	Nov 2018	Jan 2019	Jan 2019	GAA/ TRC Fund	1,629,650.00	1,629,650.00		
	Ordering Agreement for Supply of Season Fruits	Nutrition and Dietetics Section	Public Bidding	Oct 2018	Nov 2018	Jan 2019	Jan 2019	GAA/ TRC Fund	1,742,210.00	1,742,210.00		
	Ordering Agreement for Supply of Processed Meat and Coldcuts	Nutrition and Dietetics Section	Public Bidding	Oct 2018	Nov 2018	Jan 2019	Jan 2019	GAA/ TRC Fund	583,325.00	583,325.00		
	Ordering Agreement for Supply of Grocery Items	Nutrition and Dietetics Section	Public Bidding	Oct 2018	Nov 2018	Jan 2019	Jan 2019	GAA/ TRC Fund	827,382.00	827,382.00		
	Procurement of Other Grocery Items not included in the Ordering Agreement of Food Supplies	Nutrition and Dietetics Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019				GAA/ TRC Fund	1,304,784.00	1,304,784.00		
				SUB-TOTAL					12,236,000.00	12,236,000.00		

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	Repairs & Maintenance-Hospital Facilities	General Services Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					522,000.00	522,000.00		Provision for repairs and maintenance of Hospital Facilities
				SUB-TOTAL					522,000.00	522,000.00		
	Repairs & Maintenance-Motor Vehicles	General Services Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					100,000.00	100,000.00		Provision for repairs and maintenance of Motor Vehicles
				SUB-TOTAL					100,000.00	100,000.00		
	Repairs & Maintenance-Equipments	Materials Management Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					50,000.00	50,000.00		Provision for repairs and maintenance of Office Equipments
				SUB-TOTAL					50,000.00	50,000.00		
	Other General Services	General Services Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					774,280.00	774,280.00		Provision for minor repairs of the Center
				SUB-TOTAL					774,280.00	774,280.00		
	Procurement of Office Supplies	All Sections	Agency to Agency	Jan 2019 to Dec 2019					240,000.00	240,000.00		Common Used Office Supplies
				SUB-TOTAL					240,000.00	240,000.00		
	Procurement of Accountable Forms	All Sections	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					5,000.00	5,000.00		Provision for Accountable Forms
				SUB-TOTAL					5,000.00	5,000.00		
	Drugs and Medicines	Medical/ Nursing/Dental/ Laboratory	Shopping	Jan 2019 to Dec 2019					60,000.00	60,000.00		Provision for Drugs and Medicines
				SUB-TOTAL					60,000.00	60,000.00		

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	Medical Supplies	Medical/ Nursing/Dental/ Laboratory	Shopping	Jan 2019 to Dec 2019					40,000.00	40,000.00		Other Supplies for Medical/Dental/Nursing & Laboratory
				SUB-TOTAL					40,000.00	40,000.00		
	Office Supplies-Non Common	General Services Section	Shopping	Jan 2019 to Dec 2019					344,000.00	344,000.00		Office Supplies not available at PS-DBM
				SUB-TOTAL					344,000.00	344,000.00		
	Legal Services	Administrative Division	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					5,000.00	5,000.00		Provision for Notarial Fee
				SUB-TOTAL					5,000.00	5,000.00		
	Procurement of Postage Stamps	Administrative Division	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					20,000.00	20,000.00		Provision for Postage and Stamps
				SUB-TOTAL					20,000.00	20,000.00		
	Procurement of Venue in the Conduct of Team Building of all TRC Personnel	HR	Negotiated Procurement-Lease of Venue	Feb 2019	Feb 2019	Mar 2019	Mar 2019		360,000.00	360,000.00		Lease of Venue in the Conduct of Team Building
	Procurement of Instructional Materials in the conduct of team building activities of all TRC Personnel	HR	Shopping	Feb 2019	Feb 2019	Mar 2019	Mar 2019		67,200.00	67,200.00		Provision for Instructional Materials
	Procurement of Materials in the Recruitment, Selection and Placement Program	HR	Shopping	Feb 2019	Feb 2019	Mar 2019	Mar 2019		20,000.00	20,000.00		Provision for Food, Materials needed in the conduct of Recruitment Program

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	Sports & Athletic Activities	HR	Negotiated Procurement-Small Value Procurement	Mar 2019	Mar 2019	Apr 2019	Apr 2019		103,600.00	103,600.00		Provision for the Conduct of yearly Sports and Athletic Activities
	Orientation for Newly Hired Employees	HR	Negotiated Procurement-Small Value Procurement	Aug 2019	Aug 2019	Aug 2019	Aug 2019		21,000.00	21,000.00		Food Supplies and Instructional Materials in the conduct of Orientation
	Other Human Resource Development Activities	HR	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					100,000.00	100,000.00		Provision for other Supplies on HR Activities
	CSC and Other HR Related Course	HR	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					18,000.00	18,000.00		Provision for CSC and HR Related Courses
	Procurement of Instructional Materials and Honorarium in the conduct of Rehabilitative Health Care Services Improved	Program	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					508,500.00	508,500.00		Provision for Materials and Honorarium for the conduct of program activities
	Procurement of Food Supplies in the conduct of Rehabilitative Health Care Services Improved	Program	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					411,140.00	411,140.00		Provision for Food in the Rehabilitative Health Care Services
	Procurement of Lease of Venue in the Conduct of 3 Day Seminar on GAD Planning	GAD	Negotiated Procurement-Lease of Venue	Jun 2019	Jun 2019	Jul 2019	Jul 2019		170,000.00	170,000.00		Provision for GAD Planning Seminar
	Procurement of Lease of Venue in the Conduct of 2 Day Seminar-Workshop on Data Quality Check and Data Reconciliation and Sex Disaggregation of TRC	GAD	Negotiated Procurement-Lease of Venue	Aug 2019	Aug 2019	Sep 2019	Sep 2019		90,000.00	90,000.00		Lease of Venue in the Conduct of GAD Activities

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	Procurement of Food Supplies in the conduct of Gender and Development Activities	GAD	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					207,280.00	207,280.00		Food Supplies in the conduct of GAD Activities
	Procurement of Instructional Materials and Honorarium in the conduct of Gender and Development Activities	GAD	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					326,000.00	326,000.00		Provision for Instructional Materials and Honorarium in the conduct of GAD Activities
				SUB-TOTAL					2,402,720.00	2,402,720.00		
	Research Materials/Supplies	Psychology Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					155,000.00	155,000.00		Provision for Research Materials/Supplies
				SUB-TOTAL					155,000.00	155,000.00		
	Taxes, Duties and premium	Administrative Division	Agency to Agency	Jan 2019 to Dec 2019					14,000.00	14,000.00		Provision for Taxes, Duties and Premium
				SUB-TOTAL					14,000.00	14,000.00		
	Fidelity Bond Premium	Administrative Division	Agency to Agency	Jan 2019 to Dec 2019					76,000.00	76,000.00		Provision for Fidelity Bond Premium
				SUB-TOTAL					76,000.00	76,000.00		
	Insurance	Administrative Division	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019					50,000.00	50,000.00		Provision for Insurance of Motor Vehicle
				SUB-TOTAL					50,000.00	50,000.00		
	Environmental Services	Administrative Division	Agency to Agency	Jan 2019 to Dec 2019					72,000.00	72,000.00		Provision for Environmental Services
				SUB-TOTAL					72,000.00	72,000.00		

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	Cooking Gas	Nutrition and Dietetics Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019				GAA	264,000.00	264,000.00		Provision for LPG for the period of Jan to Dec 2019
				SUB-TOTAL					264,000.00	264,000.00		
	Gasoline, Oil and Lubricants	General Services Section	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019				GAA	240,000.00	240,000.00		Gasoline, Oil and Lubricants for 5 Motor Vehicles for one year
				SUB-TOTAL					240,000.00	240,000.00		
	Printer Rental with continuous Ink System	All Sections	Negotiated Procurement-Small Value Procurement	Jan 2019 to Dec 2019				GAA	126,000.00	126,000.00		A total of 6 printers with unlimited ink system (1 unit 4-in-1, 3 units are 3 in 1 printer, scanner, and copier and 2 units black & white printer)
				SUB-TOTAL					126,000.00	126,000.00		
	Security Services	Administrative Services	Public Bidding	Jan 2019 to Dec 2019				GAA	3,470,000.00	3,470,000.00		To provide Fourteen (14) security guards for a period of one (1) year which may be extended/renewed to a maximum of three (3) years.
				SUB-TOTAL					3,470,000.00	3,470,000.00		
	Janitorial Service	Administrative Services	Public Bidding	Jan 2019 to Dec 2019				GAA	1,080,000.00	1,080,000.00		To provide Five (5) janitors for a period of one (1) year which may be extended/renewed to 3 years
				SUB-TOTAL					1,080,000.00	1,080,000.00		

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	Mandatory Expenses	Administrative Divison	Direct Contracting	Jan 2019 to Dec 2019				GAA	3,063,000.00	3,063,000.00		Mandatory Expenses covers Electricity, Water and Communication Expenses for the whole year with existing contracts
SUB-TOTAL									3,063,000.00	3,063,000.00		
TOTAL									25,409,000.00	25,409,000.00		

Prepared by:

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