

MINES AND GEOSCIENCES BUREAU REGIONAL OFFICE NO. X ANNUAL PROCUREMENT PLAN FOR FY 2019

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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		MOOE	CO	
A. Travel	Government Fares Agreement	ALL DIVISIONS	NP-53.5 Agency-to-Agency	1st to 4th Quarter				GoP	400,000.00		Plane fares for various official travels
B. Supplies and Materials											
	Office Supplies	ALL DIVISIONS	Small Value / Agency to Agency / Shopping	GPPB Resolution No. 019-2006 dated December 6, 2006 (1st to 4th Quarter)				GoP	266,295.17		
	Other Office Supplies and Materials	ALL DIVISIONS	Small Value / Shopping	1st to 4th Quarter				GoP	1,038,063.83		
	Accountable forms & Other Forms							GoP	25,000.00		MANDATORIES
	ICT Office Supplies & Expense	ALL DIVISIONS	Small Value / Agency to Agency / Shopping	1st to 4th Quarter				GoP	1,040,641.00		
	Fuel, Oil and Lubricants Expenses	FAD	Direct Contract	1st to 4th Quarter				GoP	519,000.00		Supply of Fuel & Lubricants for government vehicles
C. Utilities											
	Drinking Water Supply & other Water Expense	ALL DIVISIONS	Small Value / Agency to Agency	1st to 4th Quarter				GoP	55,000.00		Water Supply
	Electricity Expenses	ALL DIVISIONS	Direct Contract	GPPB Resolution No. 019-2006 dated December 6, 2006 (1st to 4th Quarter)				GoP	879,000.00		Power Supply
D. Communication											
	Postage, Deliveries and Courier Services	ALL DIVISIONS	Agency to Agency	GPPB Resolution No. 019-2006 dated December 6, 2006 (1st to 4th Quarter)				GoP	110,000.00		
	Internet Subscription & Telephone Expenses(Mobile & Landline)	ALL DIVISIONS	Direct Contract	1st to 4th Quarter				GoP	120,000.00		
E. Advertising											
	Tarpaulin, Streamers and Signages	ALL DIVISIONS	Shopping Small Value	1st to 4th Quarter				GoP	20,000.00		Materials for Advertisement

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F	Representation										
	Representation Expense	ALL DIVISIONS	Small Value	1st to 4th Quarter				GoP	390,000.00		Expenses for various meetings, conferences, seminars, & trainings
G	Transportation and Delivery Expense										
	Hiring of vehicles	GD	Small Value	1st to 4th Quarter				GoP	1,286,000.00		IEC, geohazard assessment, groundwater resource
H	Professional Services										
	Janitorial Services	FAD/GD	Small Value	1st to 4th Quarter				GoP	304,000.00		Provision of 3 Janitors
	Security Services	FAD/GD	Small Value	1st to 4th Quarter				GoP	612,000.00		Provision of 3 Guards
	General Services	GD	Small Value	1st to 4th Quarter				GoP	539,000.00		Hiring of laborers
	ICT Consultancy	FAD	Small Value	1st to 4th Quarter				GoP	348,000.00		Provision of 1 IT Specialist
	Others	ALL DIVISIONS	Small Value	1st to 4th Quarter				GoP	3,210,000.00		Mandatories(Other Professional Services)
I	Repair and Maintenance										
	RSM of Motor Vehicles	ALL DIVISIONS	Small Value	As the need arises				GoP	805,000.00		Repair and Maintenance
	Building Maintenance	FAD/GD	Small Value	As the need arises				GoP	167,000.00		
	RSM of Office Equipment	FAD/MLA	Small Value	As the need arises				GoP	89,000.00		
	RSM of ICT Equipment	FAD	Small Value	As the need arises				GoP	26,000.00		

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	R&M of Technical & Scientific Equipment	GD		Small Value	As the need arises				GoP	56,000.00		
J. Insurance												
	Insurance	ALL DIVISIONS		Agency to Agency	1st to 4th Quarter				GoP	208,000.00		Insurance of Motor Vehicle, Building and other Equipment
K. Fidelity Bond												
	Fidelity Bond	FAD/GD		Agency to Agency	1st to 4th Quarter				GoP	10,000.00		Bond for Accountable Officers
L. Taxes, Duties, & Expenses												
	LTO Registration	FAD/GD		Agency to Agency	1st to 4th Quarter				GoP	17,000.00		
M. Extra Ordinary & Miscellaneous Expense												
	Expenses of RO	FAD			1st to 4th Quarter				GoP	98,000.00		
N. Contingency Fund												
	Unforeseen Expenses	ALL DIVISIONS		Shopping/Small Value/Agency to Agency/Public Bidding	1st to 4th Quarter				GoP	100,000.00		
TOTAL MOOE										12,732,000.00		

Recommended by


MARIA L. CARDIA
BAC Chairperson

Verified by


GHITA S. ABONITALLA
Accountant III

Approved by


REX S. MANTOG
Regional Director