



Republic of the Philippines  
DEPARTMENT OF FINANCE  
BUREAU OF LOCAL GOVERNMENT FINANCE  
REGIONAL OFFICE NO. X

Mother Perpetual Help Avenue, Corner Tejero Street,  
Pasig, Cagayan de Oro City T. (088) 838-3895  
(528)bf.rov.ph

ANNUAL PROCUREMENT PLAN  
for Calendar Year 2020

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 ISREI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOGE	CO	
<b>Supplies and Materials Expenses</b>													
	Office Supplies		Regional Office	DEM-PS/Shopping		January - December 2020			GAA	137,000.00	137,000.00		
	ICT Supplies		Regional Office	DEM-PS/Shopping		January - December 2020			GAA	1,000.00	1,000.00		
	Fuel, Oil and Lubricant		Regional Office	Continuous/Shopping		January - December 2020			GAA	254,000.00	254,000.00		
	Other Supplies and Materials		Regional Office	DEM-PS/Shopping		January - December 2020			GAA	26,000.00	26,000.00		
	Accountable Forms Expenses		Regional Office	Continuous/Shopping		January - December 2020			GAA	1,000.00	1,000.00		
	Drugs and Medicines Expenses		Regional Office	Continuous/Shopping		January - December 2020			GAA	2,000.00	2,000.00		
	Semi-Expendable Machinery & Equipment Expenses												
	Office Equipment		Regional Office	Continuous/Shopping		January - December 2020			GAA	1,000.00	1,000.00		
	Information and Communication Technology Equipment		Regional Office	Continuous/Shopping		January - December 2020			GAA	1,000.00	1,000.00		
<b>Utility Expenses</b>													
	Water		Regional Office	Continuous		January - December 2020			GAA	40,000.00	40,000.00		
	Electricity		Regional Office	Continuous		January - December 2020			GAA	230,000.00	230,000.00		
<b>Communication Expenses</b>													
	Postage and Courier Expenses		Regional Office	Continuous/Shopping		January - December 2020			GAA	30,000.00	30,000.00		
	Telephone Expenses												
	Mobile		Regional Office	Continuous		January - December 2020			GAA	28,000.00	28,000.00		
	Landline		Regional Office	Continuous		January - December 2020			GAA	11,000.00	11,000.00		
	Internet Subscription		Regional Office	Continuous/Shopping		January - December 2020			GAA	21,000.00	22,000.00		
<b>Repairs and Maintenance</b>													
	Repairs and Maintenance - Machinery and Equipment												
	Communication Equipment		Regional Office	Continuous/Shopping		January - December 2020			GAA				
	ICT Equipment		Regional Office	Continuous/Shopping		January - December 2020			GAA	2,000.00	2,000.00		
	Machinery		Regional Office	Continuous/Shopping		January - December 2020			GAA				
	Office Equipment		Regional Office	Continuous/Shopping		January - December 2020			GAA	4,000.00	4,000.00		
	Other Machinery and Equipment		Regional Office	Continuous/Shopping		January - December 2020			GAA				
	Repairs and Maintenance - Transportation Equipment												
	Motor Vehicles		Regional Office	Continuous/Shopping		January - December 2020			GAA	20,000.00	20,000.00		
	Repairs and Maintenance - Furniture and Fixtures		Regional Office	Continuous/Shopping		January - December 2020			GAA	2,000.00	2,000.00		
	Repairs and Maintenance - Other Property, Plant and Equipment		Regional Office	Continuous/Shopping		January - December 2020			GAA				
	Taxes, Insurance Premiums and Other Fees												
	Taxes, Duties and Licenses		Regional Office	Continuous		January - December 2020			GAA				
	Fidelity Bond Premiums		Regional Office	Continuous		January - December 2020			GAA	11,000.00	11,000.00		
	Insurance Expenses		Regional Office	Continuous		January - December 2020			GAA	7,000.00	7,000.00		
<b>GRAND TOTAL</b>										<b>839,000.00</b>	<b>839,000.00</b>		

Prepared by

*Paolo A. Asilon*  
PAOLO A. ASILON  
Local Assessment Operations Officer II Acting Supply Officer

Recommended Approval

*Leahyn Daang*  
LEAHYN DAANG  
Chairperson, Bids and Awards Committee

Approved by

*Elmira S. Dugaral Rea*  
ELMIRA S. DUGARAL REA  
Acting Regional Director