

PAROLE AND PROBATION ADMINISTRATION - REGION I

Annual Procurement Plan for FY 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 IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50201010 00	Traveling Expenses	RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	1,336,000.00	1,336,000.00	-	Personnel Traveling Expenses
50202010 00	Trainings / Seminars	RO	Small Value	n/a	n/a	n/a	n/a	GoP	15,000.00	15,000.00	-	Personnel Enhancement/ Activities
		RO & FOs	Direct Contracting	n/a	n/a	n/a	n/a	GoP	140,000.00	140,000.00	-	GAD Seminars
		RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	70,000.00	70,000.00	-	Management Meetings/Seminars
	Trainings / Seminars Venue	RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	90,000.00	90,000.00	-	Trainings/Seminars
		RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	150,000.00	150,000.00	-	Mid-Year General Assembly
		RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	90,000.00	90,000.00	-	Trainings/Seminars
		RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	150,000.00	150,000.00	-	Year-End General Assembly
50203010 00	Common-Use Supplies and Equipment	RO & FOs	Procurement Service	n/a	n/a	n/a	n/a	GoP	300,000.00	300,000.00	-	CSE 2020
50203010 00	Common-Use Supplies and Equipment	RO & FOs	Shopping	n/a	n/a	n/a	n/a	GoP	280,000.00	280,000.00	-	CSE 2020
50203010 00	Other Office Supplies and Materials	RO & FOs	Shopping	n/a	n/a	n/a	n/a	GoP	24,000.00	24,000.00	-	Supplies and Materials for Meetings, Trainings and Seminars
50203090 00	Gasoline, Oil and Lubricants	RO	Small Value	n/a	n/a	n/a	n/a	GoP	71,000.00	71,000.00	-	Gasoline consumption
50204020 00	Electricity Expenses	RD, LCPPPO & INPPO	Direct Contracting	n/a	n/a	n/a	n/a	GoP	199,000.00	199,000.00	-	Provided by INEC and LUECO Company
50205010 00	Postage and Courier Services	RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	153,000.00	153,000.00	-	Mailing of official documents
50205020 01	Telephone-Mobile	Heads	Direct Contracting	n/a	n/a	n/a	n/a	GoP	72,000.00	72,000.00	-	Post-paid plans (RO & FOs)
50205020 02	Telephone-Landline	RO & FOs	Direct Contracting	n/a	n/a	n/a	n/a	GoP	208,000.00	208,000.00	-	Provided by PLDT with Internet Service
50210030 00	Extraordinary Miscellaneous Expenses	RD	Small Value	n/a	n/a	n/a	n/a	GoP	98,000.00	98,000.00	-	Charitable contribution to Organization/ Donation/ Subscription
50211020 00	Auditing Services	RO	Small Value	n/a	n/a	n/a	n/a	GoP	5,000.00	5,000.00	-	COA Auditor Expenses
50211990 00	Other Professional Services	RO & FOs	Direct Contracting	n/a	n/a	n/a	n/a	GoP	1,575,000.00	1,575,000.00	-	Job Contract Service
50212020 00	Janitorial Services	RO & FOs	Direct Contracting	n/a	n/a	n/a	n/a	GoP	196,000.00	196,000.00	-	12 Janitors (11-Field Office; 1-Regional Office)
50212990 00	Other General Services-VPA	VPA's	Small Value	n/a	n/a	n/a	n/a	GoP	100,000.00	100,000.00	-	Monthly TEV-Supervision of VPAs

50213040 01	Repair & Maintenance - Buildings and Structures	RO & FOs	Direct Contracting	n/a	n/a	n/a	n/a	GoP	16,000.00	16,000.00	-	Repair for RO & FO
50213050 02	Repair & Maintenance - Office Equipment/IT Equipment/Furnitures and Fixtures	RO & FOs	Shopping	n/a	n/a	n/a	n/a	GoP	148,000.00	148,000.00	-	Repair of Office Equipment, IT Equipment and Furnitures & Fixtures of RO & FOs
50213060 01	Repair & Maintenance - Motor Vehicle	RO	Direct Contracting	n/a	n/a	n/a	n/a	GoP	31,000.00	31,000.00	-	2 Motor Vehicles
	Taxes, Duties and Fees	RO	Agency-to-Agency	n/a	n/a	n/a	n/a	GoP	31,000.00	31,000.00	-	RD/ ARD/ AOIV/ Acct/ Disbursing Officer/ Property Officer
50299010 00	Advertising Expenses	RO	Small Value	n/a	n/a	n/a	n/a	GoP	2,000.00	2,000.00	-	Regional Newsletter (TIMON)
50299020 00	Printing Binding and Publication Expenses	RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	22,000.00	22,000.00	-	Monthly/Annual Reports
50299020 00	Representation Expenses	RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	213,000.00	213,000.00	-	Official Meetings/ Staff Meetings/ Conferences/ Entertainments
50299050 01	Rents - Bldg & Structures	RO	Direct Contracting	n/a	n/a	n/a	n/a	GoP	391,000.00	391,000.00	-	
50299050 04	Rents - Equipment	RO	Direct Contracting	n/a	n/a	n/a	n/a	GoP	27,000.00	27,000.00	-	
10805020 00	Office Equipment	RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	358,000.00	-	358,000.00	
10607010 00	Furniture Fixture	RO & FOs	Small Value	n/a	n/a	n/a	n/a	GoP	750,000.00	-	750,000.00	
TOTAL:									7,311,000.00	6,203,000.00	1,108,000.00	

Prepared by:

Recommending Approval: BIDS AND AWARDS COMMITTEE

Approved by:


CRISTINE JOY N. HUFANO
Administrative Assistant II


BÉLINDA C. ZAFRA
Chair


ADA VI ELLEN CATHERINE B. DELOS SANTOS
Member


AGLEA C. HUFALAR
Member


ALLAN B. ALCALA, CESO V
Regional Director

Funds available:


MARIE ANGELA A. ROSALES
AO II / Budget Officer
1/14/2020


MARCELINA G. MEJIA
Accountant I