

Republic of the Philippines
Department of Finance
BUREAU OF LOCAL GOVERNMENT FINANCE
Cordillera Administrative Region
Baguio City

ANNUAL PROCUREMENT PLAN FY 2019

Code (PAP)	Procurement Program/Project	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
			Ads Posts of IB/REI	Sub/Open of Bids	Notice of Awards	Contract signing		PS	MOOE	CO	
1.0	Communication Services	Direct Contracting	1st Quarter to 4th Quarter				General Fund		136,000.00		
1.1	Postage and Courier Services								39,000.00		
1.2	Telephone Expenses-Landline								27,000.00		
1.3	Telephone Expenses-Mobile								60,000.00		
1.4	Internet Subscription Expenses								10,000.00		
2.0	Repair & Maintenance	Small Value Shopping	1st Quarter to 4th Quarter				General Fund		28,000.00		
2.1	ICT Equipment								2,000.00		
2.2	Office Equipment								4,000.00		
2.3	Motor Vehicle								20,000.00		
2.4	Furniture and Fixtures								2,000.00		
3.0	Supplies and Materials Expenses	Agency to Agency	1st Quarter to 4th Quarter				General Fund		291,000.00		
3.1	Office Supplies Expenses								176,000.00		
3.1.1	ICT Office Supplies							1,000.00			
3.1.2	Office Supplies Expenses							175,000.00			
3.2	Accountable Forms Expenses	Direct Contracting							1,000.00		
3.3	Drugs and Medicines								2,000.00		
3.4	Fuel, Oil and Lubricants								90,000.00		
3.5	Semi-Expendable Mach. & Equip	Small Value Shopping							2,000.00		
3.5.1	Information and Communication Technology								1,000.00		
3.5.2	Office Equipment								1,000.00		
3.6	Other Supplies and Materials			20,000.00							
4.0	Utility Services	Direct Contracting	1st Quarter to 4th Quarter				General Fund		56,000.00		
4.1	Water								26,000.00		
4.2	Electricity								30,000.00		
Sub-total									511,000.00		

Code (PAP)	Procurement Program/Project	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
			Ads Posts of IB/REI	Sub/Open of Bids	Notice of Awards	Contract signing		PS	MOOE	CO	
5.0 5.1 5.2	Taxes, Ins., Prems. & Other Fees <i>Fidelity Bond Premiums</i> <i>Insurance Expenses/Licenses</i>	Agency to Agency		1st Quarter to 4th Quarter			General Fund		16,000.00 10,000.00 6,000.00		
6.0 6.1 6.2	Training and Scholarship Expenses <i>Attendance on Trainings</i> <i>Conduct of (3) Trainings</i> <i>Kits and Training materials</i>	Agency to Agency Small Value Shopping		1st Quarter to 4th Quarter 1st Quarter to 4th Quarter			General Fund		634,000.00 559,000.00 75,000.00		
7.0 7.1 7.2	<i>Womens Month Celebration</i> <i>Meals & Snacks</i> <i>March 8,</i>	Small Value Shopping		1st Quarter			General Fund		4,200.00		
8.0	<i>Conduct of GAD Training</i>	Small Value Shopping		4th Quarter			General Fund		200,000.00		
9.0	<i>Cordillera Month Celebration</i> <i>Meals & Snacks</i> <i>July 15</i>	Small Value Shopping		3rd Quarter			General Fund		4,200.00		
10.0	<i>Sports & Cultural Activities</i> <i>Meals & Snacks</i> <i>Sports Uniform</i> <i>October 1 (Anniversary)</i>	Small Value Shopping		3rd Quarter			General Fund		28,200.00 4,200.00 24,000.00		
11.0	General Services <i>Janitorial Services/Other Gen. Services</i>	Contract		1st Quarter to 4th Quarter			General Fund		120,000.00 120,000.00		
12.0 12.1 12.2 12.1 12.1	Other Main. & Operating Expenses <i>Office Space Rental</i> <i>Directors Quarter</i> <i>Subscription Expenses</i> <i>Representation Expenses</i>	Small Value Shopping Agency to Agency		1st Quarter to 4th Quarter			General Fund		1,270,000.00 1,218,000.00 48,000.00 1,000.00 3,000.00		
11.0 11.1 11.2 11.3	Professional Fees <i>Legal Services</i> <i>Auditing Services</i> <i>Other Professional Services</i>	Small Value Shopping Contract		1st Quarter to 4th Quarter			General Fund		35,000.00 1,000.00 1,000.00 33,000.00		
12.0 12.1	Capital Outlay <i>Motor Vehicle</i>	Competitive Bidding		4th Quarter CY 2018			General Fund			1,300,000.00	
Sub-total									2,311,600.00	1,300,000.00	
Total									2,822,600.00	1,300,000.00	

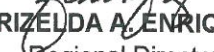
Prepared by:


JEROME C. GABURNO
 Administrative Asst. II

Reviewed by:


Atty. ESPERANZA A. TICANGAN
 BAC-Chairman

Approved by:


MA. FLORIZELDA A. ENRIQUEZ, CESE
 Regional Director