

DEPARTMENT OF AGRARIAN REFORM MIMAROPA REGIONAL OFFICE, 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/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>A.</b>	<b>SUPPLIES, MATERIALS, TOOLS AND EQUIPMENT</b>											
	1. COMMON USE OFFICE SUPPLIES & EQUIPMENT (available at PS)	STOD	NP-53.5 Agency-to-Agency	N/A	N/A	monthly	Monthly	GoP	848,000.00	848,000.00		
	2. OTHER OFFICE SUPPLIES & MATERIALS NOT AVAILABLE AT PS	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	Monthly	GoP	387,000.00	387,000.00		
	3. FUEL, OIL AND LUBRICANTS	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	Monthly	GoP	849,000.00	849,000.00		
	4. Supplies and Materials	ARBDS	NP-53.9 - Small Value Procurement			monthly	Monthly	GoP	60,000.00	60,000.00		
	<b>SUB-TOTAL</b>								<b>1,862,000.00</b>	<b>1,862,000.00</b>		
<b>B.</b>	<b>UTILITIES</b>											
	Electric Supply	STOD	Direct Contracting	N/A	N/A	monthly	monthly	GoP	1,545,000.00	1,545,000.00		
	Water Supply	STOD	Direct Contracting	N/A	N/A	monthly	monthly	GoP	144,000.00	144,000.00		
	Drinking Water	STOD	Direct Contracting	N/A	N/A	monthly	monthly	GoP	84,000.00	84,000.00		
	<b>SUB-TOTAL</b>								<b>1,773,000.00</b>	<b>1,773,000.00</b>		
<b>C.</b>	<b>COMMUNICATION EXPENSES</b>											
	Postage and Deliveries	STOD	Direct Contracting	N/A	N/A	monthly	monthly	GoP	185,000.00	185,000.00		
	Telephone Expenses Landline	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	185,000.00	185,000.00		
	Telephone Expenses Mobile	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	339,000.00	339,000.00		
	Internet Expenses	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	386,000.00	386,000.00		
	Cable TV	STOD	Direct Contracting	N/A	N/A	monthly	monthly	GoP	15,000.00	15,000.00		
	<b>SUB-TOTAL</b>								<b>1,110,000.00</b>	<b>1,110,000.00</b>		
<b>D.</b>	<b>GENERAL SERVICES</b>											
	Security Services	STOD	Competitive Bidding	May-19	May-19	monthly	monthly	GoP	2,736,000.00	2,736,000.00		
	Janitorial Job Order	STOD	Direct Contracting	N/A	N/A	monthly	monthly	GoP	1,045,000.00	1,045,000.00		
	Other General Services	STOD	NP-53.9 - Small Value Procurement	Jan-19	N/A	monthly	monthly	GoP	3,087,000.00	3,087,000.00		
	<b>SUB-TOTAL</b>								<b>6,848,000.00</b>	<b>6,848,000.00</b>		
<b>E.</b>	<b>PRINTING AND PUBLICATION EXPENSES</b>											
	DAR Newsletter 1st semester	STOD	NP-53.9 - Small Value Procurement	Jan-19	N/A	monthly	monthly	GoP	25,000.00	25,000.00		
	DAR Newsletter 2nd semester	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	25,000.00	25,000.00		
	<b>SUB-TOTAL</b>								<b>50,000.00</b>	<b>50,000.00</b>		
<b>F.</b>	<b>RENT EXPENSES</b>											
	Lease of Copier Machine	STOD	Direct Contracting	N/A	N/A	monthly	monthly	GoP	500,000.00	500,000.00		
	<b>SUB-TOTAL</b>								<b>500,000.00</b>	<b>500,000.00</b>		
<b>G.</b>	<b>ADVERTISING</b>											
	Publication/Posting of Notices to Newspaper	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	17,000.00	17,000.00		
	<b>SUB-TOTAL</b>								<b>17,000.00</b>	<b>17,000.00</b>		
<b>H.</b>	<b>REPAIR AND MAINTENANCE</b>											
	Motor Vehicle	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	550,000.00	550,000.00		
	Office equipment	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	124,000.00	124,000.00		
	IT Equipment	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	monthly	monthly	GoP	200,000.00	200,000.00		
	<b>SUB-TOTAL</b>								<b>874,000.00</b>	<b>874,000.00</b>		

<b>I. TRAINING</b>												
1st Semester conduct of regional planning and assessment sessions (per performance review)	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-20	May-20	GoP	285,000.00	285,000.00			
Workshop on the preparation of 2021 GAD Plan and Budget	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-20	May-20	GoP	216,000.00	216,000.00			
1st Quarter Financial Assessment and Planning for 2020	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Mar-20	Mar-20	GoP	242,000.00	242,000.00			
Preparation of 2021 Budget Proposal	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-20	Jan-20	GoP	140,000.00	140,000.00			
conduct updates on the policies on COA issuance and DBM Circulars cum year-end financial assessment	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec-20	Dec-20	GoP	162,000.00	162,000.00			
Unleashing DAR Officers and Employees potentials as Team Leader thru Team Building	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-20	Jun-20	GoP	285,000.00	285,000.00			
3rd Qtr conduct of regional planning and assessment sessions (per performance review)	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Sep-20	Sep-20	GoP	200,000.00	200,000.00			
Year-End conduct of regional planning and assessment sessions (per performance review)	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec-20	Dec-20	GoP	200,000.00	200,000.00			
GAD Mid-Year Assessment	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-20	Jul-20	GoP	135,000.00	135,000.00			
GAD Year-End Assessment	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec-20	Dec-20	GoP	135,000.00	135,000.00			
LCMS Data Cleansing cum year end Assessment	ALS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Quarterly	Quarterly	GoP	135,000.00	135,000.00			
Year End conduct of regional planning and assessment sessions (per performance review)	ALS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec-20	Dec-20	GoP	81,000.00	81,000.00			
Cascading on new Jurisprudence	ALS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-20	Jul-20	GoP	81,000.00	81,000.00			
Conduct of Regional Assessment/Workshop and updating on LAD Balance Status (OPTOOL and FOFile Database)	LTS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-20	Jun-20	GoP	54,000.00	54,000.00			
Conduct /Conference with line agencies LBP, DENR & LRA to synchronize and attainment of LTSP Targets	LTS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-20	Apr-20	GoP	54,000.00	54,000.00			
Conduct of Year-End Assessment cum LCMS cleansing and updating	DARAB	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-20	Jan-20	GoP	135,000.00	135,000.00			
Conduct of 1st Sem. Assessment cum LCMS cleansing and updating	DARAB	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-20	Jun-20	GoP	135,000.00	135,000.00			
Conduct of 3rd Qtr Assessment cum LCMS cleansing and updating	DARAB	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Sep-20	Sep-20	GoP	135,000.00	135,000.00			
Conduct of Regional Review and Planning session	ARBDSP	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Quarterly	Quarterly	GoP	324,000.00	324,000.00			
Conduct of ARBO Summit/Forum	ARBDSP	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-20	Oct-20	GoP	243,000.00	243,000.00			
Conduct of Year-End ARBDSP Review cum Planning session	ARBDSP	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Nov-20	Nov-20	GoP	141,000.00	141,000.00			
<b>SUB-TOTAL</b>								<b>3,518,000.00</b>	<b>3,518,000.00</b>			
<b>TOTAL</b>								<b>16,562,000.00</b>	<b>16,562,000.00</b>			

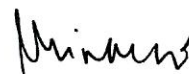
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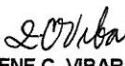
End-Users/Provisional Members 2:

  
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 STOD


  
**DJOANNA GAY B. BALULOT**  
 LEGAL

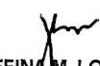
  
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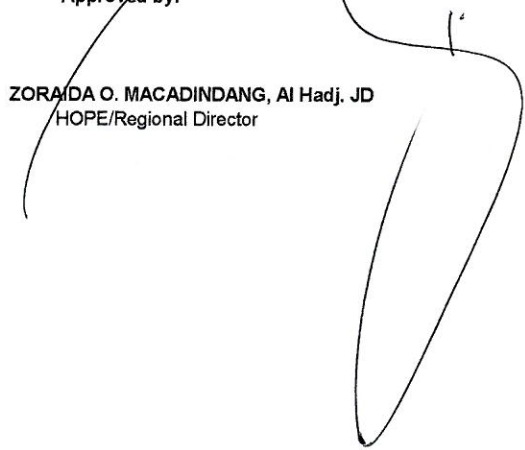
**Regional BIDS and AWARDS COMMITTEE**  
  
**FERDINAND DE GALA**  
 Chairman

  
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Approved by:

  
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