



DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE 02
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	
LAND TENURE SECURITY PROGRAM DIVISION												
	Joint DAR-LBP PPU Review of Claim Folders	LTSPD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	72,000.00	72,000.00		
	DAR-DENR Quarterly Conference	LTSPD	NP-53.9 - Small Value Procurement	9/9/2020	N/A	09/16/20	09/17/20	GoP	25,600.00	25,600.00		
	DAR-LBP Consultative Meeting	LTSPD	NP-53.9 - Small Value Procurement	8/1/2020	N/A	01/15/20	01/16/20	GoP	24,000.00	24,000.00		
	RLBET Quarterly Deliberation	LTSPD	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	23,400.00	23,400.00		
	Joint DAR-LRA Conference Quarterly Meeting	LTSPD	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	26,400.00	26,400.00		
	Review and Monitoring of CFS movement in DARMOs and DARPOs	LTSPD	NP-53.10 Lease of Real Property and Venue	10/6/2020	N/A	09/17/20	09/24/20	GoP	66,000.00	66,000.00		
	Cascading of New LTI Issuances for MARPOS	LTSPD	NP-53.9 - Small Value Procurement	5/2/2020	N/A	12/2/2020	02/13/20	GoP	80,800.00	80,800.00		
	Attendance to National Meetings and Conferences	LTSPD	NP-53.9 - Small Value Procurement	04/16/20	N/A	04/23/20	04/24/20	GoP	35,000.00	35,000.00		
	Attendance to Provincial Assessment	LTSPD	NP-53.9 - Small Value Procurement	8/1/2020	N/A	01/15/20	01/16/20	GoP	18,000.00	18,000.00		
	Provision of technical Assistance to DARPOs' survey activities	LTSPD	NP-53.9 - Small Value Procurement	8/1/2020	N/A	01/15/20	01/16/20	GoP	35,000.00	36,000.00		
	Maintenance and updating of Optool and other Databases	LTSPD	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	97,992.00	97,992.00		
	Common Supplies and Equipment	LTSPD	NP-53.5 Agency-to-Agency	N/A	N/A	Monthly	Monthly	GoP	197,000.00	197,000.00		
Sub-total									702,192.00	702,192.00		
AGRARIAN REFORM BENEFICIARIES DEVELOPMENT AND SUSTAINABILITY PROGRAM												
	Regional level ITEM A Orientation	ARBDS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	02/20/20	02/21/20	GoP	52,650.00	52,650.00		
	Regional Review and Planning Sessions	ARBDS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	05/20/20	05/21/20	GoP	117,358.00	117,358.00		
	DAR-DTI-DOIT Partnership (Synchronization & orientation)	ARBDS	NP-53.10 Lease of Real Property and Venue	N/A	N/A	02/15/20	02/16/20	GoP	95,000.00	95,000.00		
	Administrative Support (COS)	ARBDS	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	97,992.00	97,992.00		
	Office Supplies Expense	ARBDS	NP-53.5 Agency-to-Agency	N/A	N/A	April - Sept.	April - Sept.	GoP	164,000.00	164,000.00		
	Transportation Expenses	ARBDS	NP-53.9 - Small Value Procurement	April - September	N/A	April - Sept.	April - Sept.	GoP	315,000.00	315,000.00		
Sub-total									842,000.00	842,000.00		
AGRARIAN LEGAL SERVICES DIVISION												
	Conference/Discussion on the Latest AGs/MCs Cum Planning Workshop on Disposition of 2020 Target	ALSD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	05/20/20	05/21/20	GoP	147,000.00	147,000.00		
	LCMS Updating/Cleansing Cum Quarterly Conference of Legal Chiefs and Selected Legal Officers	ALSD	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	70,000.00	70,000.00		
	Mediation Course to Enhance Skills for Legal Officers (CSC Accredited Provider)	ALSD	NP-53.10 Lease of Real Property and Venue	5/3/2020	N/A	12/3/2020	03/13/20	GoP	77,200.00	77,200.00		
	Training Course to Enhance Writing Skills for Staff of the Legal Division (With CSC Accredited Provider)	ALSD	NP-53.10 Lease of Real Property and Venue	5/2/2020	N/A	12/2/2020	02/13/20	GoP	77,200.00	77,200.00		
	1st Semester Assessment and Conference	ALSD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	05/20/20	05/21/20	GoP	70,000.00	70,000.00		
	Other Professional Fees	ALSD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	252,000.00	252,000.00		
	In-house Workshop for Speedy Resolution Priority ALS 2019 Target	ALSD	NP-53.9 - Small Value Procurement	10/6/2019	N/A	06/17/19	06/18/19	GoP	92,000.00	92,000.00		
	Year-end Assessment	ALSD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	10/14/19	10/18/19	GoP	147,000.00	147,000.00		
	Speedy resolution of priority ALS 2019 Target	ALSD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	350,000.00	350,000.00		
	Office Supplies Expense	ALSD	NP-53.5 Agency-to-Agency	N/A	N/A	Monthly	Monthly	GoP	80,000.00	80,000.00		
	Transportation Expenses	ALSD	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	124,480.00	124,480.00		
Sub-total									1,486,880.00	1,486,880.00		
DAR ADJUDICATION BOARD												
	DARAB Mid-year Assessment	DARAB	NP-53.10 Lease of Real Property and Venue	N/A	N/A	12/3/2020	03/13/20	GoP	82,000.00	82,000.00		
	DARAB Third Quarter Assessment	DARAB	NP-53.10 Lease of Real Property and Venue	N/A	N/A	12/4/2020	06/18/20	GoP	84,000.00	84,000.00		



DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE 02
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	
	DARAB Year-end Assessment	DARAB	NP-53.10 Lease of Real Property and Venue	N/A	N/A	12/5/2020	09/17/20	GoP	84,000.00	84,000.00		
	COB and Sheriff Enhancement Training	DARAB	NP-53.10 Lease of Real Property and Venue	N/A	N/A	12/6/2020	Quarterly	GoP	35,000.00	36,000.00		
	RARAD Supervisory Visit	DARAB	NP-53.9 - Small Value Procurement	Quarterly	N/A	12/7/2020	Quarterly	GoP	43,000.00	48,000.00		
	Common Supplies and Equipment	DARAB	NP-53.5 Agency-to-Agency	Monthly	N/A	12/8/2020	Monthly	GoP	157,400.00	157,400.00		
	Other General Services	DARAB		Monthly	N/A	12/9/2020	Monthly	GoP	171,600.00	171,600.00		
Sub-total									663,000.00	663,000.00		
SUPPORT TO OPERATIONS DIVISION												
	Problem-solving sessions with DARPOs and CSOs/NGOs and other stakeholders (particularly on problematic landholdings, flashpoint cases, etc.)	STOD	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	43,000.00	48,000.00		
	Coordination activities/meetings within the regional level in support to DARPO (sector-related concerns)	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	60,000.00	60,000.00		
	Mancom activities/meetings(regular/expanded)	STOD	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	560,000.00	560,000.00		
	Meetings and activities of regional special bodies/ planning committees to strengthen external networks and linkages of DARRO	STOD	NP-53.10 Lease of Real Property and Venue	8/4/2019	N/A	04/15/19	04/16/19	GoP	32,000.00	32,000.00		e.g. RCIT, RLC, Convergence Team, etc.
	Audit conference	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	12/2/2019	02/13/19	GoP	28,000.00	28,000.00		
	Regional planning and assessment sessions	STOD	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	672,000.00	672,000.00		Performance review
	Regional Year-End Assessments and Planning Sessions	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Quarterly	Quarterly	GoP	294,000.00	294,000.00		Closing of Books, e-VGs & eBudget Assessment
	Regional level indicative/ operations planning workshop	STOD	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	335,000.00	336,000.00		
	Early Procurement workshop	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	01/29/19	01/30/19	GoP	55,000.00	56,000.00		
	APP/PPMP workshop	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	01/15/19	01/16/19	GoP	112,000.00	112,000.00		
	Regional Conference on Administrative and Financial Matter	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	01/15/19	01/16/19	GoP	213,000.00	213,000.00		
	Quarterly Assessment for STO Division	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Quarterly	Quarterly	GoP	504,000.00	504,000.00		
	Training for DARRO Personnel	STOD	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	500,000.00	500,000.00		
	Quarterly meeting of Ios	STOD	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	30,000.00	30,000.00		
	Enhancement Training for RIO	STOD	Direct Contracting	Quarterly	N/A	Quarterly	Quarterly	GoP	40,000.00	40,000.00		
	Orientation/Cascading/Updating of policies guidelines and issuances	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	07/15/19	07/16/19	GoP	112,000.00	112,000.00		
	Gender sensitive organization- focused activities	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Monthly	Monthly	GoP	575,000.00	575,000.00		
	Travelling Expenses	STOD		Monthly	N/A	Monthly	Monthly	GoP	1,400,000.00	1,400,000.00		
	Supplies and Materials	STOD	NP-53.5 Agency-to-Agency	Monthly	N/A	Monthly	Monthly	GoP				
	Office Supplies	STOD	NP-53.5 Agency-to-Agency	Monthly	N/A	Monthly	Monthly	GoP	790,000.00	790,000.00		
	ICT Office Supplies	STOD	NP-53.5 Agency-to-Agency	Monthly	N/A	Monthly	Monthly	GoP	450,000.00	450,000.00		
	Accountable Forms	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	10,000.00	10,000.00		
	Other Office Supplies	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	675,000.00	675,000.00		
	Semi-Expendable - Office equipment	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	484,000.00	484,000.00		
	Semi-Expendable - ICT Equipment	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	242,000.00	242,000.00		
	Semi-Expendable - Comm. equipment	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	97,000.00	97,000.00		
	Semi-Expendable - Furniture & Fixtures	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	75,000.00	75,000.00		
	Fuel, Oil and Lubricants	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	340,000.00	340,000.00		
	Utilities	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP				
	Water	STOD	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	194,000.00	194,000.00		
	Electricity	STOD	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	1,500,000.00	1,500,000.00		
	General Services	STOD	Competitive Bidding	10/15/18	N/A	3/12/2018	7/12/2018					



DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE 02
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	
	Janitorial Services	STOD	Competitive Bidding	10/15/18	N/A	12/03/2018	12/07/2018	GoP	700,000.00	700,000.00		
	Security Services	STOD	Competitive Bidding	10/15/18	N/A	12/03/2018	12/07/2018	GoP	2,000,000.00	2,000,000.00		
	Communication	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly					
	Postage	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	200,000.00	200,000.00		
	Landline	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00		
	Internet	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	85,000.00	85,000.00		
	Cable, Satellite	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	15,000.00	15,000.00		
	Legal Fee	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	10,000.00	10,000.00		
	Auditing Services	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	200,000.00	200,000.00		
	Other Professional Fees	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	600,000.00	600,000.00		
	Other General Services	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	200,000.00	200,000.00		
	Taxes and Licenses- Insurance	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly					
	Taxes Duties & Licenses	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	20,000.00	20,000.00		
	Fidelity Bond	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00		
	Insurance Expenses	STOD	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00		
	Repair and Maintenance	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP				
	RM - Other Land Improvement	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	260,000.00	260,000.00		
	RM - Building	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	1,700,000.00	1,700,000.00		
	RM - Motor Vehicle	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	180,000.00	180,000.00		
	RM- Office Equipment	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00		
	RM- Office Equipment (ICT)	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	75,000.00	75,000.00		
	RM - Semi Expendable Furniture & Fixture	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	55,000.00	55,000.00		
	Rent- Motor Vehicles	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	300,000.00	300,000.00		
	Representation Expenses	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	300,000.00	300,000.00		
	Transportation Expenses	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00		
	Printing and Publication	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00		
	Advertising Expenses	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	75,000.00	75,000.00		
	Other Subscription Expenses	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	50,000.00	50,000.00		
Sub-total									18,254,000.00	18,254,000.00		
Grand Total									21,948,072.00			

Prepared by:

Recommending Approval:

J. M. DELA CRUZ
BAC Head Secretariat

RICHARD T. FRANCISCO
BAC Regular Member

JENALYN F. BALEVA
BAC Regular Member

DIVINA C. JOSE
BAC Regular Member

MA. ANNETTE L. ROMANO
BAC Regular Member

CHARLEMAGNE B. TAGARINO
BAC Vice Chairperson

ATTY. GLENN A. FOLLANTE
BAC Chairperson

Approved:

SAMUEL S. SOLOMERO
Regional Director/HOPE