

DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE XII
Indicative Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule of 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 of Signing		Total	MOOE	CO	
GENERAL MANAGEMENT AND SUPERVISION													
Training and Scholarship Expenses													
5020201002	Catering Service for QMST Meetings	STOD	No	NP-53.9 - Small Value Procurement	Bi-Monthly	N/A	Bi-Monthly	Bi-Monthly	GoP	84,000	84,000		
5020201002	Lease of Venue with catering services for Execom Meetings	STOD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Qtrly	Qtrly	GoP	158,000	158,000		
5020201002	Catering Service for BAC Meetings	STOD	No	NP-53.10 Lease of Real Property and Venue	Bi-Monthly	N/A	Bi-Monthly	Bi-Monthly	GoP	146,000	146,000		
5020201002	Lease of Venue with catering services for CARP Anniversary Activity	STOD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Aug-21	Aug-21	GoP	108,000	108,000		
5020201002	Lease of Venue with catering services for Womens Month Celebration	STOD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Mar-21	Mar-21	GoP	192,000	192,000		
5020201002	Lease of Venue with catering services for GAD Activities	STOD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Sep-21	Sep-21	GoP	216,000	216,000		
5020201002	Catering Service for Nutrition Month Celebration	STOD	No	NP-53.9 - Small Value Procurement	Jul-21	N/A	Jul-21	Jul-21	GoP	15,000	15,000		
5020201002	Catering Service for the Participants of Civil Service Commission Anniversary	STOD	No	NP-53.9 - Small Value Procurement	Sep-21	N/A	Sep-21	Sep-21	GoP	3,000	3,000		
5020201002	Catering Service for the conduct of RHRMPSB Meetings	STOD	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	32,400	32,400		
5020201002	Board and Lodging for Learning and Development Seminars	STOD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-Oct 2021	Jan-Oct 2021	GoP	277,200	277,200		
5020201002	Catering Services and Kit and Supplies for PRAISE Activity	STOD	No	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Dec-21	GoP	50,000	50,000		
5020201002	Catering Services for the Semestral DPCR/IPCR Planning and Preparation	STOD	No	NP-53.9 - Small Value Procurement	Jan & July 2021	N/A	Jan & July 2021	Jan & July 2021	GoP	30,400	30,400		
5020201002	Catering Services for DPC/IPC Evaluation	STOD	No	Procurement	Qtrly	N/A	Qtrly	Qtrly	GoP	30,400	30,400		

5020201002	Catering Services for the Semestral STOD Action Planning Activity	STOD	No	NP-53.9 - Small Value Procurement	Jan to Dec	N/A	Jan to Dec	Jan to Dec	GoP	38,000	38,000		
5020201002	Lease of Venue with catering services for the Regular Conduct of Regional Planning and Assessment Sessions (Performance Review)	STOD	No	NP-53.10 Lease of Real Property and Venue	Jan & July 2021	N/A	Jan & July 2021	Jan & July 2021	GoP	277,200	277,200		
5020201002	Lease of Venue with catering services for the Regular conduct of Regional Level Indicative/Operation Planning Workshop	STOD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Qtrly	Qtrly	GoP	158,400	158,400		
5020201002	Catering Services for the conduct of Regional Year-End Exit Conference	STOD	No	NP-53.9 - Small Value Procurement	Jan-21	N/A	Jan-21	Jan-21	GoP	277,200	277,200		
5020201002	Lease of venue with catering services for Regional Conference on Admin and	STOD	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Qtrly	Qtrly	GoP	158,400	158,400		
5020201002	Catering Services for Quarterly Exit Conference	STOD	No	Procurement	QTRLY	N/A	QTRLY	QTRLY	GoP	178,200	178,200		
5020201002	eNGAS and eBudget	STOD	No	Procurement	Feb	N/A	Feb	Feb	GoP	192,000	192,000		
5020201002	Closing of books for 2021	STOD	No	Procurement	Sept	N/A	Sept	Sept	GoP	128,000	128,000		
5020201002	Re-orientation on Records Management	STOD	No	Procurement	Nov	N/A	Nov	Nov	GoP	7,200	7,200		
5020201002	Performance Management Team Meeting	STOD	No	Procurement	Jan&July	N/A	Jan&July	Jan&July	GoP	5,600	5,600		
5020201002	Writing Skills Program	STOD	No	Procurement	Aug	N/A	Aug	Aug	GoP	38,400	38,400		
5020201002	Computer Literacy Program	STOD	No	Procurement	Mar	N/A	Mar	Mar	GoP	25,200	25,200		
Supplies and Material Expenses													
5020309000	Fuel Oil & Lubricant Expenses	STOD	No	Procurement	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	GoP	1,228,000	1,228,000		
5020301002	Office Supplies Expenses	STOD	No	Agency	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	GoP	3,639,000	3,639,000		
Utility Expenses													
5020401000	Water	STOD	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	120,000	120,000		
5020402000	Electricity	STOD	No	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	1,000,000	1,000,000		
Communcation Expenses													
5020501000	Postage abd Courier Services	STOD	No	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	104,000	104,000		
5020502001	Mobile Telephone	STOD	No	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	100,000	100,000		
5020502002	Landline Telephone	STOD	No	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	1,088,000	1,088,000		
General Services													
5021203000	Security Services	STOD	Yes	Competitive Bidding	N/A	N/A	Monthly	Monthly	GoP	1,281,000	1,281,000		
Repair and Maintenance													
5021306001	Motor Vehicles	STOD	No	Procurement	N/A	N/A	Monthly	Monthly	GoP	665,000	665,000		
5021306001	Building	STOD	No	Procurement	N/A	N/A	Monthly	Monthly	GoP	1,950,000	1,950,000		
Advertising Expenses													
5029901000	Radio Programs	STOD	No	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	145,000	145,000		
Printing and Publication Expenses													
5029902000	Magazine	STOD	No	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	145,000	145,000		
III. OPERATIONS													
0.0.1 Land Tenure Security Program													
1. Supervision and Management of Process Relative to Land Tenure Security													
Training and Scholarship Expenses													

5020201002	Catering Services for Intra-Division Meetings/activities	LTS	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Monthly	Monthly	GoP	100,800	100,800		
5020201002	Board and lodging of Consultative and coordinative meetings to CARP Implementing Agencies	LTS	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Quarterly	Quarterly	GoP	212,000	212,000		
5020201002	Catering Services/Board and lodging for Survey Related Meetings/Activities	LTS	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Semestral	Semestral	GoP	144,000	144,000		
5020201002	Catering Services for the conduct of Deliberation of LHs for Inclusion/Deduction to/from CARPER LAD Balance per MC4, Series 2014	LTS	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As needed	As needed	GoP	12,800	12,800		
5020201002	Catering Services for GAD Related Activies/projects	LTS	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-21	Jun-21	GoP	102,400	102,400		
Supplies and Material Expenses													
5020301002	Office Supplies and Equipment Expenses	LTS	No	NP-53.5 Agency to Agency	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	N/A	800,000	800,000		
0.0.2 Agrarian Justice Delivery Program													
1. Supervision and Management for Effective Delivery of Legal Services and Adjudication of Agrarian Cases													
Training and Scholarship Expenses													
5020201002	Board and lodging for the Legal Division Region-Wide Action and Strategic Planning Activity	ALS	No	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-20	Feb-20	GoP	45,500	45,500		
5020201002	Conduct of Workshops/Cascading of new DAR Issuances/Team Building	DARAB	No	NP-53.10 Lease of Real Property and Venue	March/Apr	N/A	March/Apr	March/Apr	GoP	26,000	26,000		
5020201002	Attendance to Professional Enhancement Seminars/Training/MCLE	DARAB	No	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	26,000	26,000		
Supplies and Material Expenses													
5020301002	Common-use supplies and equipments	DARAB	No	NP-53.5 Agency to Agency	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	GoP	219,000	219,000		
2. Adjudication of Agrarian Reform Cases													
5020201002	Conduct Quarterly Assessment and Strategic Planning	DARAB	No	Property and Venue	June	N/A	June	June	GoP	45,500	45,500		
3. Resolution of Agrarian Law Implementation Cases													
Trainings/Workshops/Seminars/Meetings/Conferences													
5020201002	Semester Strategic and Performance Planning Activity for CY 2021	ALS	No	NP-53.10 Lease of Real Property and Venue	January	N/A	January	January	GoP	11,000	11,000		
5020201002	Semester Strategic and Performance Planning Activity for CY 2021	ALS	No	NP-53.10 Lease of Real Property and Venue	July	N/A	July	July		11,000	11,000		
5020201002	Catering Services for Monthly Case Conference and Performance Assessment	ALS	No	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	55,000	55,000		
5020201002	Performance Review and Evaluation Activity for CY 2021	ALS	No	NP-53.9 - Small Value Procurement	N/A	N/A	May-21	May-21	GoP	5,500	5,500		

5020201002	Performance Review and Evaluation Activity for CY 2021	ALS	No	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	5,500	5,500		
5020201002	Catering Services for 2021 GAD Projects	ALS	No	Procurement	June 2021	N/A	June 2021	June 2021	GoP	56,000	56,000		
Supplies and Material Expenses													
5020301002	Office supplies and equipments	ALS	No	NP-53.5 Agency to Agency	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	GoP	710,000	710,000		
0.0.3 ARBDSP													
1.	Supervision and Management for effective delivery of Support Services	ALS	No										
Training and Scholarship Expenses													
5020201002	Regional ARBDSP Semestral Assessment	ARBDSP	No	NP-53.10 Lease or Rental	Semestral	N/A	Semestral	Semestral	GoP	136,000	136,000		
5020201002	DRR-BTR Assessment & Synchronized Planning	ARBDSP	No	NP-53.10 Lease or Rental	Feb-20	N/A	Feb-20	Feb-20	GoP	14,000	14,000		
5020201002	LinkSFarMM MELA Assessment	ARBDSP	No	NP-53.10 Lease or Rental	May-20	N/A	May-20	May-20	GoP	10,000	10,000		
5020201002	ARB-AIP Assessment with PCIC	ARBDSP	No	NP-53.10 Lease or Rental	Jun-20	N/A	Jun-20	Jun-20	GoP	14,000	14,000		
5020201002	RRPS on ARCOD	ARBDSP	No	NP-53.10 Lease or Rental	Apr/Oct	N/A	Apr/Oct	Apr/Oct	GoP	20,000	20,000		
5020201002	Regional ARC Task Force Deliberation	ARBDSP	No	NP-53.10 Lease or Rental	Aug	N/A	Aug	Aug	GoP	7,000	7,000		
5020201002	ISO ARBDSP Quarterly Meeting	ARBDSP	No	NP-53.10 Lease or Rental	Quarterly	N/A	Quarterly	Quarterly	GoP	12,000	12,000		
5020201002	LPMC Meeting	ARBDSP	No	NP-53.10 Lease or Rental	March	N/A	March	March	GoP	14,000	14,000		
5020201002	Learning Infusion to Columbio ARC	ARBDSP	No	NP-53.10 Lease or Rental	November	N/A	November	November	GoP	22,000	22,000		
Supplies and Material Expenses													
5020301002	Office Supplies and Equipment Expenses	ARBDSP	No	NP-53.5 Agency to Agency	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	GoP	250,000	250,000		

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