

# Annual Procurement Plan for FY 2021

DEPARTMENT OF AGRARIAN REFORM Annual Procurement Plan for FY 2021  
Province of Southern Leyte

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Explaining changes from the
					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	COMMON SUPPLIES AND EQUIPMENT (CSE)												
	Available at PS - DBM												
		STOD	YES	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	76,302.66	76,302.66		
		LTSP	YES	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	47,501.36	47,501.36		
		DARAB	YES	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	36,549.40	36,549.40		
		LEGAL	YES	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	78,164.38	78,164.38		
		ARBDSP	YES	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	43,764.49	43,764.49		
	Not Available in PS-DBM												
		STOD	YES	Shopping	Nov-20	N/A	Dec-20	Jan-21	GoP	719,844.80	719,844.80		
		LTSP	YES	Shopping	Nov-20	N/A	Dec-20	Jan-21	GoP	116,380.40	116,380.40		
		DARAB	YES	Shopping	Nov-20	N/A	Dec-20	Jan-21	GoP	385,999.60	385,999.60		
		LEGAL	YES	Shopping	Nov-20	N/A	Dec-20	Jan-21	GoP	102,266.60	102,266.60		
		ARBDSP	YES	Shopping	Nov-20	N/A	Dec-20	Jan-21	GoP	491,261.20	491,261.20		
	I. MANDATORIES												
	Fuel, Oil and Lubricants		NO	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	40,000.00	40,000.00		
	Office Supplies		NO	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	93,000.00	93,000.00		
	Utilities												
	Water		NO	Direct Contracting	N/A	N/A	Dec-20	Jan-21	GoP	84,000.00	84,000.00		
	Electricity		NO	Direct Contracting	N/A	N/A	Dec-20	Jan-21	GoP	485,000.00	485,000.00		
	Cable		NO	Direct Contracting	N/A	N/A	Dec-20	Jan-21	GoP	13,000.00	13,000.00		
	Communications												
	Internet		NO	Direct Contracting	N/A	N/A	Dec-20	Jan-21	GoP	270,000.00	270,000.00		
	Landline		NO	Direct Contracting	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	General Services												
	Janitorial		NO	Competitive Bidding	Nov-20	Nov-20	Dec-20	Jan-21	GoP	439,000.00	439,000.00		
	Security		NO	Competitive Bidding	Nov-20	Nov-20	Dec-20	Jan-21	GoP	529,000.00	529,000.00		
	Other General Services		NO	Direct Contracting	N/A	N/A	Dec-20	Jan-21	GoP	557,000.00	557,000.00		
	Taxes & Insurance Premiums												
	Fidelity Bond Premium		NO	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	49,000.00	49,000.00		
	Insurance Expenses		NO	NP-53.5 AA	N/A	N/A	Dec-20	Jan-21	GoP	18,000.00	18,000.00		
	Rent/Lease Expenses		NO	Direct Contracting	N/A	N/A	Dec-20	Jan-21	GoP	1,087,000.00	1,087,000.00		
	Repairs and maintenance		NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	138,000.00	138,000.00		
	II. SECTORIAL ACTIVITIES (STOD)												
	Trainings/Conferences												
	STOD Qtr. Conference, (15 PAX-Two(2) Meals & 1 snack for one (1) day @ 350/pax), 2021-1st qtr. 2nd, 3rd & 4th- every 2nd Monday /Friday within the qtr. Or as the need arises	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	21,000.00	21,000.00		
	PROCUREMENT CONFERENCE/MEETING, ( 16 pax, One Meal & one snack @ P230/pax. APR / 21, JUL/21 & Oct./2021	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	11,040.00	11,040.00		
	PRAISE CONFERENCE/MEETING, ( 10 pax, One Meal @ P180/pax. Dec./2021	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	1,800.00	1,800.00		
	ALAY LAKAD ACTIVITIES, (40 pax- 1 SNACK @ 75/pax)	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	3,000.00	3,000.00		
	ENJOIN THE CONDUCT OF SOGOD FOUNDING DAY & SOGOD TOWN FIESTA- SOCIO-MILITARY PARADE & EMPLOYEES NIGHT- 20 pax, 1 MEAL @ 180/PAX, JUNE/21 & DEC/21	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	7,200.00	7,200.00		
	DARCO/DARRO INVENTORY OF PPE, (10 pax, 4 SNACKS, 3MEALS, @ P740/pax ( 2 SEMESTERS)	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	7,400.00	7,400.00		
	COA EXIT CONFERENCE, (20 pax- 2 SNACKS, 1 MEALS @ P280/pax ( MARCH /21) + 5 PAX 1 BREAKFAST@ 150	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,350.00	6,350.00		
	COA Entrance CONFERENCE, (20 pax- 2 SNACKS, 1 MEALS @ P280/pax ( OCT /21)+ 5 PAX 1 BREAKFAST@ 150	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,350.00	6,350.00		
	COA AUDIT, (5 pax- 2 SNACKS, 2MEALS-LUNCH @ P460/pax ( 2ND SEM. )	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	2,300.00	2,300.00		
	PRIME HRM AUDIT (5 pax- 1 MEAL & 1 SNACK @ P230/PAX, JUNE/21	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	1,150.00	1,150.00		
	National Volunteer Month- DARPO, (40 pax, One(1) Meal for one (1) day @ P180/pax), Dec. 2021	STOD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	7,200.00	7,200.00		
	Livelihood training: FOR ELDERLY & PWD (with training package for 50 pax)	GAD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	15,600.00	15,600.00		
	Capacity development training - Re-echo(GST, GM, GA) for GFPS members join with other DARPOs of DARRO 8	GAD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	3,500.00	3,500.00		
	Join and participate Women's Month Celebration Mar/2020 & Health & Wellness Day	GAD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	18,400.00	18,400.00		
	Conduct campaign to end violence against women , feeding of children and campaign promoting nutritional food	GAD	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	17,500.00	17,500.00		

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					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>Shared Activities</b>												
	EXECOM meeting (15 pax, 1 Meal and 2 snacks , @ P280/pax) Jan.-Dec./21.-every 1st Wednesday of the month-as the need arises; venue DARPO	SHARED	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	50,400.00	50,400.00		
	BAC meeting (10 pax, 1 Meal and 1 snacks , @ P230/pax) -Jan. - Dec./21.-twice a month or as the need arises; venue DARPO	SHARED	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	55,200.00	55,200.00		
	Conduct of CSC FAMILY DAY, (92 pax-One (1) Meal and Two (2) snacks for one (1) day. @ P280/pax). SEPT./2021, with venue	SHARED	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	33,760.00	33,760.00		
	Deliberation of vacant positions (10 pax, 2 Meals and 2 snacks , @ P460/pax) Jan. - Dec./2021.-as the need arises	SHARED	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	27,600.00	27,600.00		
	Year End Assessment Conference, (92 pax-one(1) Meals and Two (2) snacks for one (1) day. (meal-3courses: 1fish, 1meat, 1 vege, drink, rice, dessert/fruit.); Dec./2021, with lechon & venue	SHARED	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	45,600.00	45,600.00		
	CARP Anni., (92 pax-One (1) Meal and Two (2) snacks for one (1) day. @ P280/pax). June./2021, with venue	SHARED	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	33,760.00	33,760.00		
	SO. LEYTE Anni., (92 pax-One (1) Meal and Two (2) snacks for one (1) day. @ P280/pax). JULY 1, 2021, with venue	SHARED	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	33,760.00	33,760.00		
	SOGOD FOUNDING DAY (20pax-One (1) Meal and Two (2) snacks for one (1) day. @ P280/pax). JUNE 10, 2021.	SHARED	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	5,600.00	5,600.00		
	<b>LAND TENURE SERVICES (LTS)</b>												
	Trainings/Conferences												
	CY 2021 LTS Target setting and IPCR Preparation , 40 pax - Two (1) Meal and Two (2) snacks / day ; 3 courses 1 fish, 1 meat & 1 vege, Deserts/Mixed fruits & Drinks for 1 day with venue	LTSP	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	10,000.00	10,000.00		
	Provincial Staff Meeting/MARPOs Conference, 20 pax - One (1) Meal and Two (2) snacks ; 3 courses 1 fish, 1 meat & 1 vege, Deserts/Mixed fruits & Drinks for 1 day with venue	LTSP	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	15,000.00	15,000.00		
	Quarterly Assessment Workshop, 38 pax - Two (2) Meals and Two (2) snacks / day ; 3 courses 1 fish, 1 meat & 1 vege, Deserts/Mixed fruits & Drinks for 1 day with venue	LTSP	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	45,000.00	45,000.00		
	Survey - by Admin	LTSP							GoP	75,000.00	75,000.00		
	Miscellaneous Expense	LTSP	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	10,000.00	10,000.00		
	Professional Services	LTSP							GoP	10,000.00	10,000.00		
	Repairs and maintenance	LTSP							GoP	10,000.00	10,000.00		
	Shared Activities	LTSP	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	77,520.00	77,520.00		
	<b>AGRARIAN LEGAL SERVICES (ALS)- ADJUDICATION</b>												
	Trainings/Conferences												
	Monthly Conference	DARAB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	76,800.00	76,800.00		
	Quarterly Conference	DARAB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	7,680.00	7,680.00		
	Other Conferences (unforeseen)	DARAB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	59,520.00	59,520.00		
	Professional Services	DARAB							GoP	200,000.00	200,000.00		
	Representation expenses	DARAB							GoP	175,000.00	175,000.00		
	Shared Activities	DARAB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	126,408.00	126,408.00		
	<b>AGRARIAN LEGAL SERVICES (ALS)- LEGAL</b>												
	Trainings/Conferences												
	Quarterly Meeting , 15 pax One (1) Meal and Two (2) Snacks, March 1, 2021; June 1, 2021; September 1, 2021; December 1, 2021	LEGAL	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	16,800.00	16,800.00		
	Emergency Meeting, 15 pax One (1) Meal and Two (2) Snacks, March & September 2021	LEGAL	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	8,400.00	8,400.00		
	BARC Orientation with Barangay Chaiman 3rd Batch Macrohon & Maasin City, Southern Leyte, April 22-23, 2021	LEGAL	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	75,000.00	75,000.00		
	Joint Legal & LTS Provincial Staff and MAROS' and Monitoring Levelling Off, June. 18, 2021	LEGAL	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	11,000.00	11,000.00		
	Year End Assessment and Monitoring, Legal Staff and LTS Staff Composed of MARPO'S and Selected Technical Personnel, December 6, 2021	LEGAL	NO	NP-53.9 - SVP	N/A	N/A	Jan-21	Feb-21	GoP	7,000.00	7,000.00		
	Other Conferences (unforeseen)	LEGAL	NO						GoP	281,800.00	281,800.00		
	Professional Services	LEGAL							GoP	212,500.00	212,500.00		
	Shared Activities	LEGAL	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	126,408.00	126,408.00		
	<b>AGRARIAN BENEFICIARY DEVELOPMENT AND SUPPORT SERVICES (ARBDSF)</b>												
	II. Sectorial Activities												
	Trainings/Conferences												
	IPCR & OPCR Preparation Workshop, Jan. 12 & July 6, 2021 at DARPO Conference Room, Sogod, Southern Leyte	ARBDSF	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	24,500.00	24,500.00		
	Target Setting Workshop, Jan. 11 & July 5, 2021 at DARPO Conference Room, Sogod, Southern Leyte	ARBDSF	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	24,500.00	24,500.00		
	Quarterly Provd RPS Assessment Workshop, March 22; June 21; Sept. 20; Dec. 2, 2021 at DARPO Conference Room, Sogod, Southern Leyte	ARBDSF	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	49,000.00	49,000.00		
	Simple Bookkeeping and Accounting System (Quickbook ) for S/ARPT/DFs Feb. 2-3, 2021 at Libagon, Southern Leyte	ARBDSF	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	75,000.00	75,000.00		
	Honorarium for Simple Bookkeeping and Accounting System (Excel Form) for S/ARPT/DFs at Libagon, Southern Leyte	ARBDSF	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	7,000.00	7,000.00		
	Rules Formulation - April 16, 2021 at Hingatungan, Silago, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Conflict Management - July 16, 2021 at Hingatungan, Silago, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Standards - July 29, 2021 at Hingatungan, Silago, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		



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					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Financial Management - August 12, 2021 at Hingatungan, Silago, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Entrepreneurial & Business Mgt. - Oct 08, 2021 at Hingatungan, Silago, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - September 11, 2021 at Badiangan, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - March 13, 2021 at Ilaya, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - October 16, 2021 at Ilaya, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Management and Governance - Feb. 21, 2021 at Nava, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formulation - Oct. 23, 2021 at Nava, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - June 6, 2021 at Nueva Esperanza, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - April 8, 2021 at Salvacion, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formulation - April 15, 2021 at Salvacion, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Management and Government - July 15, 2021 at Salvacion, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - July 30, 2021 at Salvacion, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Standards - October 1, 2021 at Salvacion, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - May 15, 2021 at Sto. Nino, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formulation - August 14, 2021 at Tabjon, Hinunangan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - April 22, 2021 at Cat-iwing, Hinundayan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Records Management - April 1, 2021 at Cat-iwing, Hinundayan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Simple Bookkeeping - October 14, 2021 at Cat-iwing, Hinundayan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - February 20, 2021 at Cat-iwing, Hinundayan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Conflict Management - July 3, 2021 at Ambao, Hinundayan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Basic Accounting for Non-Accountants - February 26, 2021 at Cogon, Anahawan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policy Formulation - April 15, 2021 at Tagup-on, Anahawan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - August 14, 2021 at Tagup-on, Anahawan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formulation - August 12, 2021 at San Juan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Basic Accounting for Non-Accountants - July 8, 2021 at Carnaga, St. Bernard, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Management and Governance - Oct. 14, 2021 at Carnaga, St. Bernard, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Entrepreneurial & Business Mgt. - August 5, 2021 at Carnaga, St. Bernard, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policy Formulation - April 10, 2021 at Anilao, Liloan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Simple Bookkeeping - August 7, 2021 at Anilao, Liloan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - February 12, 2021 at Pandan, Liloan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - July 15, 2021 at Pandan, Liloan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Records Management - May 8, 2021 at Nahulid, Libagon, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Mgt & Governance - Sept. 2, 2021 at Nahulid, Libagon, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policy Formulation - April 10, 2021 at Anilao, Liloan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - July 23, 2021 at Tuno, San Francisco, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - Oct. 15, 2021 at Tuno, San Francisco, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - April 16, 2021 at Ubos, San Francisco, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - July 8, 2021 at Bulawan, Pintuyan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Entrepreneurial & Business Mgt. - May 21, 2021 at Poblacion, Pintuyan, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Management and Governance - August 13, 2021 at Pinut-an San Ricardo, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - Feb. 6, 2021 at Bontoc, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - Feb. 7, 2021 at Bontoc, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - April 23, 2021 at Bontoc, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Standards - Aug. 6, 2021 at Bontoc, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Management and Governance - Aug. 13, 2021 at Bontoc, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formulation - Oct. 1, 2021 at Bontoc, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formulation - Oct. 15, 2021 at Bontoc, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formu. - April 10, 2021 at Sogod, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - Oct. 8, 2021 at Sogod, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	12,000.00	12,000.00		
	Basic Accounting for Non-Accountants - Aug. 27 & 28, 2021	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - April 23 & 24, 2021	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - March 5, 2021 at Rizal, Tomas Oppus, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Internal Control - Aug. 7, 2021 at Rizal, Tomas Oppus, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Internal Control - Aug. 6, 2021 at Hinagtican, Tomas Oppus, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - April 19, 2021 at Hinagtican, Tomas Oppus, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Internal Control - Oct. 15, 2021 at Hugpa, Tomas Oppus, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - April 16, 2021 at Hugpa, Tomas Oppus, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Standard - March 12, 2021 at Pancil, Malitbog, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - July 16, 2021 at Pancil, Malitbog, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - July 23, 2021 at New Katipunan, Malitbog, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Audit Management - April 30, 2021 at New Katipunan, Malitbog, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Policies Systems and Procedure Formulation - Oct. 16, 2021 at Juangon, Malitbog, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		



Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Explaining changes from the
					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Financial Management - March 9, 2021 at Laca, Padre Burgos, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Records Management - May 13, 2021 at Laca, Padre Burgos, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Basic Accounting for Non-Accountants - July 22, 2021	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - Feb. 11, 2021 at Upper Villa Jacinta, Macrohon, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Cooperative Standards - April 29, 2021 at Upper Villa Jacinta, Macrohon, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - May 19, 2021 at Upper Villa Jacinta, Macrohon, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Entrepreneurial and Business Mgt - July 15, 2021 at Upper Villa Jacinta, Macrohon, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - July 14, 2021 at Upper Villa Jacinta, Macrohon, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Records Management - May 6, 2021 at Triana, Limasawa, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	112,500.00	112,500.00		
	Enhancement Training for ARPOs I/DF - January 28-28, 2021 at Triana, Limasawa, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	12,000.00	12,000.00		
	Honorarium for Enhancement Training for ARPOs I/DF at Triana, Limasawa, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - Feb. 20, 2021 at Tigbawan, Maasin City, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - May 6, 2021 at Tigbawan, Maasin City, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Simple Bookkeeping - Sept. 3, 2021	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - June 3, 2021 at Libertad, Maasin City, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Simple Bookkeeping - July 23, 2021 at Libertad, Maasin City, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Entrepreneurial & Business Management - Sept. 10, 2021	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Leadership and Values Re-orientation - Oct. 15, 2021	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Financial Management - April 8, 2021 at Hantag, Maasin City, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	6,000.00	6,000.00		
	Strategic Planning - March 3, 2021 at Tigbawan, Maasin City, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	126,000.00	126,000.00		
	Strategic Planning - March 3, 2021 at Tigbawan, Maasin City, Southern Leyte	SIB	YES	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	61,000.00	61,000.00		
	Development of Product/Services Training	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	200,000.00	200,000.00		
	Development of ARBOs to become MF Provider	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	450,000.00	450,000.00		
	Village Level Farm- Focused Enterprise Development ( VLFED)	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	61,000.00	61,000.00		
	PBD Lawyering	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	150,000.00	150,000.00		
	Linking Smallholder Farmers to Market (LINKSFARM)	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	150,000.00	150,000.00		
	Farm Business School	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	100,000.00	100,000.00		
	APCP and Other Credit & MF Programs		NO										
	Provision of Credit and Microfinance Services	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	8,000.00	8,000.00		
	Organizations Provided with Credit	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	58,000.00	58,000.00		
	ARBs provided with microfinance services		NO										
	Provision of Support Facilities and Equipment	EDES	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	300,000.00	300,000.00		
	Village Level Farms-focused Enterprise Development (VLFED)	CRFP	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	250,000.00	250,000.00		
	Major Crop-based Block Farm Productivity Enhancement	CRFP	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	30,000.00	30,000.00		
	Wash- Focused Zenterprise/Livelihood, Community Potable water, sanitation and hygiene	CRFP	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	300,000.00	300,000.00		
	Sustainable Livelihood Support to Disaster Affected Areas -		NO										
	Provision of Farm Machinery & Equipment	CRFP	NO	Public Bidding	N/A	N/A	Dec-20	Jan-21	GoP	1,400,000.00	1,400,000.00		
	Farm Machinery & Equipment	CRFP	NO	Public Bidding	N/A	N/A	Dec-20	Jan-21	GoP	80,000.00	80,000.00		
	CP -Wash	ARBDS	NO						GoP	159,744.00	159,744.00		
	Professional Expense - JO Salary	ARBDS	NO	NP-53.9 - SVP	N/A	N/A	Dec-20	Jan-21	GoP	138,408.00	138,408.00		
	Shared Activities												

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BAC Chairman / OIC-CARPO-LTID

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Certified Appropriate Funds Available:

**MICHAEL C. MITARAN / JOSIELYN M. RAGAS**  
Provincial Accountant / Budget Officer

Validated by:

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☒ Approved  
☐ Disapproved