

DEPARTMENT OF AGRARIAN REFORM

Indicative Annual Procurement Plan for FY 2022

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 (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I. MANDATORIES													
	Fuel, Oil and Lubricants		NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	GoP	40,000.00	40,000.00		
	Office Supplies		NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	GoP	93,000.00	93,000.00		
	Utilities									-			
	Water		NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	GoP	84,000.00	84,000.00		
	Electricity		NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	GoP	485,000.00	485,000.00		
	Cable		NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	GoP	13,000.00	13,000.00		
	Communications									-			
	Internet		NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	GoP	270,000.00	270,000.00		
	Landline		NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	GoP	6,000.00	6,000.00		
	General Services									-			
	Janitorial		NO	Competitive Bidding	Dec-21	Dec-21	Dec-21	Jan-22	GoP	439,000.00	439,000.00		
	Security		NO	Competitive Bidding	Dec-21	Dec-21	Dec-21	Jan-22	GoP	529,000.00	529,000.00		
	Other General Services		NO	Direct Contracting	N/A	N/A	Jan-22	Jan-22	GoP	557,000.00	557,000.00		
	Taxes & Insurance Premiums									-			
	Fidelity Bond Premium		NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	GoP	49,000.00	49,000.00		
	Insurance Expenses		NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-22	Jan-22	GoP	18,000.00	18,000.00		
	Rent/Lease Expenses		YES	Direct Contracting	N/A	N/A	Dec-21	Jan-22	GoP	1,087,000.00	1,087,000.00		
	Repairs and maintenance		NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	138,000.00	138,000.00		
II. SECTORIAL ACTIVITIES (STOD)													
	Trainings/Conferences									-			
	STOD Quarter Conference CY 2022	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	21,000.00	21,000.00		
	Procurement Conference/Meeting (April, July and October 2022)	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	12,000.00	12,000.00		
	PRAISE Conference/Meeting (June and December 2022)	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	5,600.00	5,600.00		
	Alay Lakad Activities	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	3,000.00	3,000.00		
	Enjoy the Conduct of Sogod Founding Day & Sogod Town Fiesta- Socio-Military Parade & Employees Night (June and December 2022)	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	7,200.00	7,200.00		
	Semestral DARCO/DARRO Inventory Of PPE CY 2022	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	7,400.00	7,400.00		
	COA Exit Conference, March 2022	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	6,350.00	6,350.00		
	COA Entrance Conference, October 2022	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	6,350.00	6,350.00		
	COA Audit, 2nd Sem CY 2022	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	2,300.00	2,300.00		
	Prime HRM Audit, June 2022	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	1,150.00	1,150.00		
	National Volunteer Month Celebration, December 2022	STOD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	7,200.00	7,200.00		
	Livelihood Training: For Elderly & PWD and training package CY 2022	GAD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	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 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	3,500.00	3,500.00		
	Join and participate Women's Month Celebration & Health & Wellness Day, March 2022	GAD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	18,400.00	18,400.00		
	Conduct Campaign to end Violence Against Women , Feeding of Children and Campaign Promoting Nutritional Food CY 2022	GAD	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	17,500.00	17,500.00		
	Shared Activities									-			
	Monthly EXECOM/MANCON Meeting	SHARED	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	60,000.00	60,000.00		

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	Weekly BAC meeting	SHARED	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	63,000.00	63,000.00		
	Deliberation of Vacant Positions CY 2022	SHARED	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	27,600.00	27,600.00		
	CARP Anniversary Celebrations, June 2022	SHARED	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	33,760.00	33,760.00		
	Sogod Founding Day Anniversary, June 2022	SHARED	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	5,600.00	5,600.00		
	Southern Leyte Founding Anniversary, July 2022	SHARED	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	43,760.00	43,760.00		
	Conduct of CSC Family Day, September 2022	SHARED	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	40,600.00	40,600.00		
	Year End Assessment Conference cum Strategic Planning and Fellowship CY 2022	SHARED	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	45,600.00	45,600.00		
	LAND TENURE SERVICES (LTS)												
	<i>Trainings/Conferences</i>									-			
	CY 2022 LTS Target setting and IPCR Preparation with MARPOs and Field Personnel	LTSP	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	10,000.00	10,000.00		
	Provincial Staff Meeting/MARPOs Conference	LTSP	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	15,000.00	15,000.00		
	Quarterly Assessment Workshop and Target Updating	LTSP	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	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 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	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		
	AGRARIAN LEGAL SERVICES (ALS)- ADJUDICATION												
	<i>Trainings/Conferences</i>									-			
	Monthly DARAB Conference/Meeting CY 2022	DARAB	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	76,800.00	76,800.00		
	Quarterly DARAB Conference/Meeting CY 2022	DARAB	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	7,680.00	7,680.00		
	Other DARAB Conferences (unforeseen) CY 2022	DARAB	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	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		
	AGRARIAN LEGAL SERVICES (ALS)- LEGAL												
	<i>Trainings/Conferences</i>												
	Quarterly Legal Conference/Meeting CY 2022	LEGAL	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	16,800.00	16,800.00		
	BARC Orientation with Barangay Chaiman CY 2022	LEGAL	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	75,000.00	75,000.00		
	Joint Legal & LTS Provincial Staff and MAROS and Monitoring Levelling Off CY 2022	LEGAL	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	11,000.00	11,000.00		
	Year End Assessment and Monitoring, Legal Staff and LTS Staff Composed of MARPOs and Selected Technical Personnel, December 2022	LEGAL	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	7,000.00	7,000.00		
	Other Conferences (unforeseen)	LEGAL	NO	NP-53.9 - Small Value Procurement	Jan-22	N/A	Jan-22	Jan-22	GoP	281,800.00	281,800.00		
	Professional Services	LEGAL							GoP	212,500.00	212,500.00		
	AGRARIAN BENEFICIARY DEVELOPMENT AND SUPPORT SERVICES (ARBDSPP)												
	II. Sectorial Activities									-			
	Trainings/Conferences									-			
	IPCR & OPCR Preparation Workshop, January and July 2022	ARBDSPP	YES	NP-53.9 - Small Value Procurement	Dec-21	N/A	Dec-21	Jan-22	GoP	24,500.00	24,500.00		

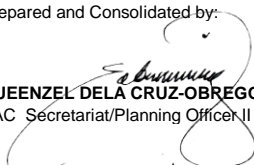
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	Target Setting Workshop, January 2022	ARBDSP	YES	NP-53.9 - Small Value Procurement	Nov-20	N/A	Dec-20	Jan-21	GoP	24,500.00	24,500.00		
	Quarterly Provl RPS Assessment Workshop CY 2022	ARBDSP	YES	NP-53.9 - Small Value Procurement	Nov-20	N/A	Dec-20	Jan-21	GoP	49,000.00	49,000.00		

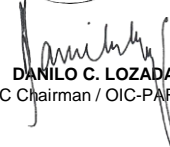
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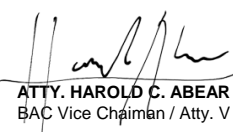

QUEENZEL DELA CRUZ-OBREGON
 BAC Secretariat/Planning Officer II


Certified Funds Available /
 Certified Appropriate Funds Available:



MICHAEL C. MITARAN / JOSIELYN M. RAGAS
 Provincial Accountant /

Recommended by:


DANILO C. LOZADA
 BAC Chairman / OIC-PARPO I

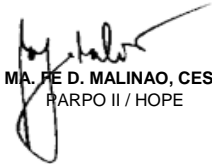

ATTY. HAROLD C. ABEAR
 BAC Vice Chairman / Atty. V


JULIUS B. MONGE
 BAC Member / OIC-CARPO/SARPO


CECILE M. MALUBAY
 Procurement Head / OIC-PCAO

ELIAS E. LIGTAS
 BAC Member / SARPO

[] Approved
 [] Disapproved


MA. FE D. MALINAO, CESE
 PARPO II / HOPE