

**DEPARTMENT OF AGRARIAN REFORM-SIQUIJOR Annual Procurement Plan for FY 2022**

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/Op ening of Bids	Notice of Award	Contract Signing		Total	MOOE	C O	
1	GENERAL ADMINISTRATIVE SUPPORT SERVICES								0.00			
22-1-GAS1	Procurement of Meals & snacks	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	Feb,Mar,June	Feb,Mar,June	GoP	20,000.00	20,000.00		Employees monthly meeting
22-1-GAS2	Procurement of Office Supplies available at PS-DBM	STOD	NP-53.5 Agency-to-Agency	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	30,000.00	30,000.00		STOD Office supplies
22-1-GAS3	procurement of Office Supplies not available at PS-DBM	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	90,000.00	90,000.00		STOD Office supplies
22-1-GAS4	Procurement of Fuel Oil & Lubricants	STOD	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	60,000.00	60,000.00		General Svcs Transactions
22-1-GAS5	Procurement of ICT Equipment	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	40,000.00	40,000.00		Printers, Netbook, monitor, etc.
22-1-GAS6	Procurement of other supplies & materials	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	30,000.00	30,000.00		Aircon, Grasscutter
22-1-GAS7	Provision of Telephone/Mobile Subscription	STOD	Direct Contracting	N/A	N/A	January	January	GoP	30,000.00	30,000.00		Load Allowance
22-1-GAS8	Provision of Water	STOD	Direct Contracting	N/A	N/A	January	January	GoP	60,000.00	60,000.00		Office Water Consumption
22-1-GAS9	Provision of Power & Electricity	STOD	Direct Contracting	N/A	N/A	January	January	GoP	190,000.00	190,000.00		Office Electric Consumption
22-1-GAS10	Procurement of Postage & Courier	STOD	Direct Contracting	N/A	N/A	January	January	GoP	5,000.00	5,000.00		Mailing of Communications, reports, etc.
22-1-GAS11	Provision of Internet Subscription Svcs.	STOD	Direct Contracting	N/A	N/A	January	January	GoP	42,000.00	42,000.00		Internet Services
22-1-GAS12	Procurement of Janitorial Svcs.	STOD	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	216,000.00	216,000.00		Office Janitorial Svcs
22-1-GAS13	Procurement of Security Svcs	STOD	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	432,000.00	432,000.00		Office Security Svcs
22-1-GAS14	Procurement of General Administrative Svcs	STOD	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	300,000.00	300,000.00		outsourcing svcs of encoder & driver
22-1-GAS15	Supply of Labor & Materials for the repair of Building	STOD	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	50,000.00	50,000.00		Repair of office door, ceilings, etc.
22-1-GAS16	Supply of Labor & Materials for the repair of Furniture & Fixtures	STOD	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	20,000.00	20,000.00		Repair of Cabinet, Tables, Chairs, etc.
22-1-GAS17	Supply of Labor & Materials for the repair of ICT Equipmt.	STOD	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	10,000.00	10,000.00		repair of CPU, Laptop, Printer etc.
22-1-GAS18	Supply of Labor & Materials for the repair of Motor Vehicles	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	48,000.00	48,000.00		Repair Office MV
22-1-GAS19	Procurement of Meals & Snacks	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	10,000.00	10,000.00		Meetings, conferences
22-1-GAS20	Provision of Transportation & Delivery Expenses	STOD	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	10,000.00	10,000.00		Transportation expenses of Unscheduled activity
22-1-GAS21	Provision of subscription for reading materials	STOD	Direct Contracting	N/A	N/A	January	January	GoP	12,000.00	12,000.00		National Newspaper
2	AGRARIAN JUSTICE DELIVERY								0.00			
22-2-AJDP1	Procurement of Office Supplies available at PS-DBM	AJDP	NP-53.5 Agency-to-Agency	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	10,000.00	10,000.00		Supplies for Legal Div.

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)
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22-2.2AJDP2	Procurement of Office Supplies not available at PS-DBM	AJDP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	4,000.00	4,000.00		Supplies for Legal Div.
22-2.2AJDP3	Procurement of Meals & Snacks	AJDP	Shopping	N/A	N/A	March	April	GoP	43,000.00	43,000.00		BARC Reorganization
22-2.4AJDP4	Procurement of Office Supplies available at PS-DBM	AJDP	NP-53.5 Agency-to-Agency	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	6,000.00	6,000.00		Legal Office supplies
22-2.4AJDP5	Procurement of Office Supplies not available at PS-DBM	AJDP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	30,000.00	30,000.00		Legal Office supplies
22-2.4AJDP6	Procurement of Fuel Oil & Lubricants	AJDP	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	30,000.00	30,000.00		Legal Transactions
22-2.4AJDP7	Supply of Labor & Materials for the repair of Building	AJDP	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	10,000.00	10,000.00		Repair of Ceilings, Floors, etc
22-2.4AJDP8	Procurement of other General Services	AJDP	NP-53.9 - Small Value Procurement	N/A	N/A	March	March	GoP	195,000.00	195,000.00		outsourcing svcs-COS
22-2.4AJDP9	Provision of Internet Subscription	AJDP	Direct Contracting	N/A	N/A	January	January	GoP	5,000.00	5,000.00		Internet connection for legal svcs use.
22-2.4AJDP-10	Procurement of Meals and Snacks for Conferences / Meetings	AJDP	NP-53.9 - Small Value Procurement	N/A	N/A	January	January	GoP	5,000.00	5,000.00		meetings for visitors & guests
<b>3</b>	<b>AR BENEFICIARIES DEV'T &amp; SUSTAINABILITY PROGRAM</b>								<b>0.00</b>			
22-3.1ARBDSP1	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	September	September	GoP	10,000.00	10,000.00		Orientation & Meeting of ITEMA
22-3.1ARBDSP2	Procurement of Fuel Oil & Lubricants	ARBDSP	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	10,000.00	10,000.00		Conduct of ITEMA
22-3.1ARBDSP3	Provision of Other Professional Svcs	ARBDSP	Direct Contracting	N/A	N/A	April	April	GoP	17,000.00	17,000.00		Outsourcing of COS
22-3.1ARBDSP4	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	September	September	GoP	40,000.00	40,000.00		Actual conduct of ITEMA
22-3.1ARBDSP5	Provision of Transportation & Delivery Expenses	ARBDSP	Competitive Bidding	N/A	N/A	September	September	GoP	2,000.00	2,000.00		Transport Expenses
22-3.1ARBDSP6	Provision of Venue for trainings	ARBDSP	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May	May	GoP	7,000.00	7,000.00		Monitoring & Evaluation
22-3.1ARBDSP7	Provision of Other General Svcs Servc	ARBDSP	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	9,000.00	9,000.00		COS
22-3.1ARBDSP8	Procurement of Training Supplies	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	43,000.00	43,000.00		Seminar, RPS, etc.
22-3.1ARBDSP9	Procurement and Delivery of ICT Office Supplies available at PS DBM	ARBDSP	NP-53.5 Agency-to-Agency	N/A	N/A	March	April	GoP	8,000.00	8,000.00		ARBDSP Supplies
22-3.1ARBDSP10	Procurement and Delivery of ICT Office Supplies not available at PS DBM	ARBDSP	Shopping	N/A	N/A	May	May	GoP	30,000.00	30,000.00		ARBDSP Supplies
22-3.1ARBDSP11	Provision of Other General Svcs Servc	ARBDSP	Direct Contracting	N/A	N/A	March	March	GoP	4,000.00	4,000.00		COS

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22-3.2ARBDSP12	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	281,000.00	281,000.00		Capacity Bldg & Org'l Devt. For 38 Assisted ARBOs
22-3.2ARBDSP13	Procurement of Fuel Oil & Lubricants	ARBDSP	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	37,000.00	37,000.00		ARBDSP transactions
22-3.2ARBDSP14	Provision of Training Kit	ARBDSP	Shopping	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	50,000.00	50,000.00		supplies for the conduct of trainings
22-3.2ARBDSP15	Provision of Other General Svcs Servc	ARBDSP	Direct Contracting	N/A	N/A	March	March	GoP	45,000.00	45,000.00		Hiring of COS
22-3.3ARBDSP16	Procurement of Meals & Snacks	ARBDSP	Shopping	N/A	N/A	March	March	GoP	35,000.00	35,000.00		Dev. Of Product & Servicestrngs
22-3.3ARBDSP17	Procurement of Fuel Oil & Lubricants	ARBDSP	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	20,000.00	20,000.00		ARBDSP transactions
22-3.3ARBDSP18	Provision of Training Kit	ARBDSP	Shopping	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	49,000.00	49,000.00		Products & Svcs Trainings
22-3.3ARBDSP19	Procurement of Meals & Snacks	ARBDSP	Shopping	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	55,000.00	55,000.00		VLFD Trainings
22-3.3ARBDSP20	Supply of Labor & Materials for the repair of Motor Vehicles	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	40,000.00	40,000.00		Office Vehicles
22-3.3ARBDSP21	Procurement of Subsidy Materials & Equipments	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	190,000.00	190,000.00		working table, utensils, root crops, etc.
22-3.3ARBDSP22	Provision of Taxes & Insurance	ARBDSP	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	100,000.00	100,000.00		ARBOs FME
22-3.3ARBDSP23	Procurement of Meals & Snacks	ARBDSP	Shopping	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	30,000.00	30,000.00		PBD Lawyering
22-3.3ARBDSP24	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	129,000.00	129,000.00		FBS Trainings
22-3.3ARBDSP25	Procurement of Training Supplies & Materials	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	25,000.00	25,000.00		Tarpaulin, Cartolina, Notebook etc.
22-3.3ARBDSP26	Procurement of Subsidy Materials & Equipments	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	May	May	GoP	150,000.00	150,000.00		Seeds, Fertilizer, garden tools, etc.
22-3.3ARBDSP27	Provision of Transportation Expenses	ARBDSP	Direct Contracting	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	41,000.00	41,000.00		Market Survey
22-3.3ARBDSP28	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	60,000.00	60,000.00		EPAHP Trainings
22-3.3ARBDSP29	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	July	July	GoP	50,000.00	50,000.00		EPAHP Seminar
22-3.3ARBDSP30	Provision of Subsidy Materials	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	March	April	GoP	250,000.00	250,000.00		Weighing Scale, Motocylce with Side Car
22-3.3ARBDSP31	Procurement of Training Supplies	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	April	May	GoP	50,000.00	50,000.00		Supplies for EPAHP Trngs
22-3.3ARBDSP32	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	March	March	GoP	50,000.00	50,000.00		Marketing Assistance Traininh
22-3.3ARBDSP33	Procurement of Meals & Snacks	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	March	March	GoP	40,000.00	40,000.00		MF Provider Training
22-3.3ARBDSP34	Procurement of Fuel Oil & Lubricants	ARBDSP	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	45,000.00	45,000.00		Monitoring
22-3.3ARBDSP35	Provision of Subsidy Materials	ARBDSP	Shopping	N/A	N/A	Mar, Jun, Sep	Mar, Jun, Sep	GoP	35,000.00	35,000.00		Tarpaulin, Giveaway items for members, etc.

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22-3.3ARBDSP36	Procurement of Meals & Snacks	ARBDSP	Shopping	July	N/A	July	July	GoP	50,000.00	50,000.00		ARBO Trainings/Seminar
22-3.3ARBDSP37	Procurement of Office Supplies	ARBDSP	Shopping	N/A	N/A	September	September	GoP	75,000.00	75,000.00		Bondpaper, folders, inks, etc.
22-3.4ARBDSP38	Procurement of Meals & Snacks	ARBDSP	Shopping	N/A	N/A	April	May	GoP	100,000.00	100,000.00		Trainings
22-3.4ARBDSP39	Procurement of Project Starter Kit	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	May	May	GoP	200,000.00	200,000.00		Chicks, Feeds, etc.
22-3.4ARBDSP40	Procurement of Office Supplies	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	June	June	GoP	100,000.00	100,000.00		Inks, Bondpapers, etc.
22-3.4ARBDSP41	Procurement of Subsidy Materials & Equipments	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	April	May	GoP	250,000.00	250,000.00		mongo, peanut, corn, fertilizers
22-3.4ARBDSP42	Procurement of Meals and Snacks	ARBDSP	Shopping	N/A	N/A	April	May	GoP	70,000.00	70,000.00		Block Farm Productivity Enhancement Training
22-3.4ARBDSP43	Procurement of Fuel Oil & Lubricants	ARBDSP	Competitive Bidding	Nov. 2021	Nov. 2021	Nov. 2021	Dec. 2021	GoP	50,000.00	50,000.00		Monitoring
22-3.4ARBDSP44	Procurement of Project Starter Kit	ARBDSP	NP-53.9 - Small Value Procurement	N/A	N/A	May	May	GoP	150,000.00	150,000.00		Seeds, Fertilizers, etc.
22-3.4ARBDSP45	Procurement of FME	ARBDSP	Competitive Bidding	April	April	May	June	GoP	950,000.00	950,000.00		2 units Multi Tiller

**TOTAL**

**6,075,000.00 6,075,000.00**

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