

DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE XII
Annual Procurement Plan per GAA 2022

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Program/Activity/Project)
				Advertisement/Posting of IR/RFI	Submission/Opening of	Notice of Award	Contract of Signing		Total	MOOE	CO	
GENERAL MANAGEMENT AND SUPERVISION												
SUPPORT TO OPERATIONS DIVISION												
MEETINGS/ASSESSMENTS/CONFERENCES												
5020201002	Year End Summative Assessment	STOD	Venue	January	N/A	January	January	GoP	102,000.00			
5020201002	HRMPSB Meetings	STOD	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	37,800.00			
5020201002	Regional Quarterly Assessment Conference	STOD	Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	200,000.00			
5020201002	Weekly QMST/BAC/IQA/PRAISE Meetings	STOD	NP-53.9 - Small Value Procurement	Weekly	N/A	Weekly	Weekly	GoP	90,000.00			
5020201002	Conduct of Management Review Meeting	STOD	NP-53.9 - Small Value Procurement	Semi Annual	N/A	Semi Annual	Semi Annual	GoP	35,100.00			
5020201002	Conduct of Surveillance Audit	STOD	NP-53.9 - Small Value Procurement	Nov	N/A	Nov	Nov	GoP	59,750.00			
5020201002	PMT Meetings	STOD	NP-53.9 - Small Value Procurement	Semi Annual	N/A	Semi Annual	Semi Annual	GoP	12,000.00			
5020201002	e-NGAS/e-Budget Activities	STOD	Venue	May/September	N/A	May/September	May/September	GoP	130,000.00			
5020201002	Conduct of 2020 Exit Conference (DARRO XII)	STOD	NP-53.10 Lease of Real Property and Venue	February	N/A	February	February	GoP	5,200.00			
5020201002	Conduct of 2020 Exit Conference (Regionwide)	STOD	NP-53.10 Lease of Real Property and Venue	April	N/A	April	April	GoP	120,000.00			
5020201002	Closing of Books	STOD	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	80,360.00			
5020201002	Review on the Context of the Organization	STOD	Venue	February	N/A	February	February	GoP	42,900.00			
5020201002	DARRO XII Rewards and Recognition	STOD	Venue	February	N/A	February	February	GoP	193,500.00			
5020201002	Womens Month Celebration	STOD	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	150,000.00			
LEARNING AND DEVELOPMENT												
5020201002	Leave Administration Course for Effectiveness (LACE)	STOD	NP-53.10 Lease of Real Property and Venue	July	N/A	July	July	GoP	4,000.00			
5020201002	Customized Refresher-Workshop on Basic Computer Skills/Microsoft	STOD	NP-53.10 Lease of Real Property and Venue	June	N/A	June	June	GoP	11,000.00			
5020201002	Enhancement Program for Administrative Support Staff (EPASS for Drivers)	STOD	NP-53.10 Lease of Real Property and Venue	August	N/A	August	August	GoP	16,000.00			
5020201002	Customized Re-Orientation on RA 9184	STOD	Venue	April	N/A	April	April	GoP	30,000.00			
5020201002	Training for Trainers	STOD	Venue	February	N/A	February	February	GoP	32,000.00			
5020201002	Seminar on RA9713	STOD	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	20,650.00			
5020201002	Seminar on ORAOHRA	STOD	NP-53.9 - Small Value Procurement	April	N/A	April	April	GoP	46,000.00			
5020201002	Seminar on SPMS	STOD	Venue	April	N/A	April	April	GoP	39,100.00			
5020201002	Seminar on PRAISE	STOD	Venue	April	N/A	April	April	GoP	39,100.00			
5020201002	Refresher Course and Risk Assessment for IQA	STOD	NP-53.10 Lease of Real Property and Venue	April	N/A	April	April	GoP	34,200.00			
5020201002	ISO QMS Review for QMR/QMs and Process Owners	STOD	NP-53.10 Lease of Real Property and Venue	April	N/A	April	April	GoP	32,500.00			
FUEL, OIL AND LUBRICANTS												
5020309000	Fuel Oil & Lubricant Expenses	STOD	Direct Retail Purchase	Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	GoP	400,000.00			
Utility Expenses												
5020401000	Water	STOD	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	12,000.00			
5020401000	Electricity	STOD	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	1,000,000.00			
Communcation Expenses												
5020501000	Postage abd Courier Services	STOD	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	104,000.00			DARRO-wide Consumption
5020502000	Mobile Telephone	STOD	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	100,000.00			DARRO-wide Consumption
5020502000	Landline/Internet	STOD	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	1,088,000.00			DARRO-wide Consumption
General Services												
5021203000	Security Services	STOD	Competitive Bidding	January	January	Jan-Dec	Jan-Dec	GoP	1,320,000.00			DARRO-wide Consumption


III. OPERATIONS											
0.0.1 Land Tenure Security Program											
1. Supervision and Management of Process Relative to Land Tenure Security											
MEETINGS/ASSESSMENTS AND CONFERENCES											
Intra-Division Meetings/activities											
5020201002	SPMS Assessment, Planning and Target Setting for 1st Semester	LTS	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	14,400.00		
5020201002	SPMS Assessment Planning and Target Setting for 2nd Semester	LTS	NP-53.9 - Small Value Procurement	July	N/A	July	July	GoP	30,400.00		
5020201002	Operational Year End Assessment	LTS	Venue	December	N/A	December	December	GoP	43,200.00		
5020201002	Performance Individual Planning, Coaching and Mentoring	LTS	NP-53.9 - Small Value Procurement	April/July/Oct.	N/A	April/July/Oct.	April/July/Oct.	GoP	14,400.00		
5020201002	Review and improvement of LHD Processes and Review of context and Updating of Quality Objectives	LTS	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	7,200.00		
5020201002	Person	LTS	NP-53.9 - Small Value Procurement	February	N/A	February	February	GoP	28,800.00		
5020201002	Records Mgt and Supplies Orientation and Inventory	LTS	NP-53.9 - Small Value Procurement	March	N/A	March	March	GoP	28,800.00		
5020201002	Workload Analysis	LTS	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	28,800.00		
5020201002	Updates, Status Report and analysis on CF, LADIS, LDF Review	LTS	Venue	March/June	N/A	March/June	March/June	GoP	7,200.00		
5020201002	Inter-Division Audit, A.U.s, MC and Memorandum Cascading Review on Applicable Mandatory, Statutory and Regulatory Requirements	LTS	NP-53.10 Lease of Real Property and Venue	May	N/A	May	May	GoP	9,000.00		
	Consultative and coordinative meetings to DARPOs and/or CARP Implementing Agencies										
5020201002	Joint DAR-LBP-DENR-LRA Synchronized Action Planning (40 pax)	LTS	NP-53.10 Lease of Real Property and Venue	February	N/A	February	February	GoP	84,000.00		
5020201002	PSW Meetings/Leveling Off with CIAs	LTS	NP-53.9 - Small Value Procurement	Feb/Apr/Jun/Aug/Dec	N/A	Feb/Apr/Jun/Aug/Dec	Feb/Apr/Jun/Aug/Dec	GoP	45,000.00		
5020201002	DAR-LBP AOC/ELCAC/EO 75 Consultative Meeting (20 pax)	LTS	NP-53.10 Lease of Real Property and Venue	Mar/May/July	N/A	Mar/May/July	Mar/May/July	GoP	27,000.00		
5020201002	Quarterly CF Review and LDIS PPU Levelling Off (20 pax)	LTS	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	35,400.00		
5020201002	Catering service for Region initiated LTSP Quarterly Assessment cum Strategic Problem Solving Workshop/Catch Up Planning (Quarterly)	LTS	NP-53.10 Lease of Real Property and Venue	May/Aug	N/A	May/Aug	May/Aug	GoP	152,000.00		
	Survey Related Meetings/Activities										
5020201002	Regional Data Reconciliation/Validation on Survey IVAS Report (30 pax)	LTS	NP-53.10 Lease of Real Property and Venue	February	N/A	February	February	GoP	57,000.00		
	Catering Services for the conduct of Deliberation of LHs for Inclusion/Deduction to/from CARPER LAD Balance per MC4, Series 2014	LTS									
5020201002	RLBET Deliberation (AM Snacks and Lunch) - (10 PAX)	LTS	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	9,000.00		
	Catering Services for GAD Related Activies/projects	LTS		April	N/A	April	April	GoP	9,000.00		
5020201002	Database UPDATING (20 pax)	LTS	NP-53.9 - Small Value Procurement	Twice/Qtr	N/A	Twice/Qtr	Twice/Qtr	GoP	9,000.00		
5020201002	LTI-PBD-LEGAL Integration (20) - 1st Week of Aug. 2022	LTS	NP-53.9 - Small Value Procurement	April	N/A	April	April	GoP	58,700.00		

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	Review on the Context of the Organization	ALS	NP-53.9 - Small Value Procurement	February	N/A	February	February	GoP	7,560.00			
5020201002	SPMS Assessment, Planning and Target Setting for 1st Semester (January)	ALS	NP-53.9 - Small Value Procurement	January	N/A	Jan-Mar	Jan-Mar	GoP	7,560.00			
5020201002	SPMS Assessment Planning and Target Setting for 2nd Semester (July)	ALS	NP-53.9 - Small Value Procurement	July	N/A	July	July	GoP	7,560.00			
5020201002	Fast Tracking of Pending Cases	ALS	NP-53.10 Lease of Real Property and Venue	Jan-Mar	N/A	Jan-Mar	Jan-Mar	GoP	150,000.00			
5020201002	Region-Wide Catch Up Planning Conference	ALS	NP-53.10 Lease of Real Property and Venue	July	N/A	July	July	GoP	152,000.00			
5020201002	Synchronization/Levelling Off with DARAB	ALS	NP-53.10 Lease of Real Property and Venue	February	N/A	February	February	GoP	22,800.00			
5020201002	Monthly Case Conference/Legal Internal Management Meetings	ALS	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	48,000.00			
DARAB												
Trainings/Workshops/Seminars/Meetings/Conferences												
5020201002	Regular Case	DARAB	NP-53.9 - Small Value Procurement	Feb/Apr/Aug/Oct	N/A	Feb/Apr/Aug/Oc	Feb/Apr/Aug/Oct	GoP	60,000.00			
5020201002	Just Compensation	DARAB	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	10,000.00			
5020201002	Conduct of ADR/Mediation	DARAB	NP-53.9 - Small Value Procurement	February	N/A	February	February	GoP	11,000.00			
5020201002	Post Judgement	DARAB	NP-53.9 - Small Value Procurement	Feb/May/Sep	N/A	Feb/May/Sep	Feb/May/Sep	GoP	5,000.00			
5020201002	Execution/Implementation	DARAB	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	14,000.00			
5020201002	Conduct of Workshop/Cascading of new DAR Issuances/Team Building	DARAB	NP-53.10 Lease of Real Property and Venue	March	N/A	March	March	GoP	50,000.00			
5020201002	Conduct Quarterly Assessment and Strategic Planning	DARAB	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	124,000.00			
5020201002	Attendance to Professional Enhancement Seminars/Training/MCLE	DARAB	NP-53.10 Lease of Real Property and Venue	Sep	N/A	Sep	Sep	GoP	20,000.00			
0.0.3 ARBDSP												
1. Supervision and Management for effective delivery of Support Services												
Training and Scholarship Expenses												
5020201002	ARB-AIP Assessment with PCIC/RSBA	ARBDS	NP-53.10 Lease of Real Property and Venue	February	N/A	February	February	GoP	11,250.00			
5020201002	Regional ARBDSP Quarterly Assessment	ARBDS	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	84,400.00			
5020201002	EPAHP Kamustahan/Assessment	ARBDS	NP-53.10 Lease of Real Property and Venue	Apr./Sep	N/A	Apr./Sep	Apr./Sep	GoP	18,000.00			
5020201002	ARCDP Writeshop	ARBDS	NP-53.10 Lease of Real Property and Venue	March	N/A	March	March	GoP	9,000.00			
5020201002	DAR-DTI Assessment & Synchronized Planning	ARBDS	NP-53.10 Lease of Real Property and Venue	April	N/A	April	April	GoP	11,700.00			
5020201002	ISO ARBDSP Quarterly Meeting	ARBDS	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	Quarterly	Quarterly	GoP	17,600.00			
5020201002	ARCs/ARBOs Assessment on IARCDSP Implementation	ARBDS	NP-53.10 Lease of Real Property and Venue	March	N/A	March	March	GoP	79,600.00			
5020201002	PCIC Meeting with DA & LBP	ARBDS	NP-53.10 Lease of Real Property and Venue	March	N/A	March	March	GoP	11,250.00			
5020201002	Regional ARC Task Force Deliberation	ARBDS	NP-53.10 Lease of Real Property and Venue	March	N/A	March	March	GoP	7,200.00			


Prepared by:



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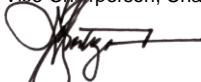
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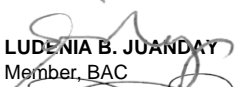

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