

DEPARTMENT OF AGRARIAN REFORM - SOUTHERN LEYTE

Indicative Annual Procurement Plan for FY 2023

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/P osting of IB/REI	Submission/Ope ning of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	MANDATORIES												
	Fuel, Oil and Lubricants			Direct Contracting	N/A	N/A	Jan-22	Jan 23	GoP	40,000.00	40,000.00		
	Utilities												
	Water			Direct Contracting	N/A	N/A	Jan-22	Jan 23	GoP	84,000.00	84,000.00		
	Electricity			Direct Contracting	N/A	N/A	Jan-22	Jan 23	GoP	485,000.00	485,000.00		
	Cable			Direct Contracting	N/A	N/A	Jan-22	Jan 23	GoP	13,000.00	13,000.00		
	Communications												
	Internet			Direct Contracting	N/A	N/A	Jan-22	Jan 23	GoP	270,000.00	270,000.00		
	Landline			Direct Contracting	N/A	N/A	Jan-22	Jan 23	GoP	6,000.00	6,000.00		
	General Services												
	Janitorial			Competitive Bidding	Dec 22	Dec 22	Dec 22	Jan 23	GoP	439,000.00	439,000.00		
	Security			Competitive Bidding	Dec 22	Dec 22	Dec 22	Jan 23	GoP	529,000.00	529,000.00		
	Other General Services												
	Fidelity Bond Premium			NP-53.5 Agency-to-Agency	N/A	N/A	Dec 22	Jan 23	GoP	50,000.00	50,000.00		
	Insurance Expenses			Direct Contracting	N/A	N/A	Dec 22	Jan 23	GoP	18,000.00	18,000.00		
	Rent/Lease Expenses			Direct Contracting	N/A	N/A	Dec 22	Jan 23	GoP	1,147,000.00	#####		
	Repairs and maintenance-motor vehicles			NP-53.9 - Small Value Procurement	Dec 22	Dec 22	Dec 22	Jan 23	GoP	138,000.00	138,000.00		
	STOD QUARTER CONFERENCE: 15 pax, 1 Meal & 2 Snacks @ P370/pax, every 2nd Monday/Friday within the quarter or as the need arises	STOD	YES	NP-53.9 - Small Value Procurement	Nov 22	Nov 22	Dec 22	Jan 23	GoP	22,200.00	22,200.00		
	PROCUREMENT CONFERENCE/MEETING: 20 pax, 1 Meal & 1 Snack @ P295/pax, on April 2023, July 2023 & October 2023	STOD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	17,700.00	17,700.00		
	ALAY LAKAD ACTIVITIES: 40 pax, 1 Snack @ P75/pax, on June 2023	STOD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	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 @ P220/pax, on June 2023 & December 2023	STOD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	8,800.00	8,800.00		
	COA EXIT CONFERENCE: 20 pax, 1 Meal & 2 Snacks @ P370/pax, + 5 pax of 1 Breakfast @ P220/pax, on March 2023	STOD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	8,500.00	8,500.00		
	PRIME HRM AUDIT: 15 pax, 1 Meal & 1 Snack @ P295/pax, on June 2023	STOD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	4,425.00	4,425.00		
	COA ENTRANCE CONFERENCE: 20 pax, 1 Meal & 2 Snacks @ P370/pax, + 5 pax of 1 Breakfast @ P220/pax, on October 2023	STOD	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	8,500.00	8,500.00		
	COA AUDIT: 15 pax, 2 Meals (Lunch) & 2 Snacks @ P590/pax, 2nd Semester	STOD	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	8,850.00	8,850.00		
	DARCO/DARRO INVENTORY OF PPE: 10 pax, 3 Meals & 4 Snacks @ P960/pax, 2nd Semester	STOD	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	9,600.00	9,600.00		

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					Advertisement/P osting of IB/REI	Submission/Ope ning of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	PRAISE CONFERENCE/MEETING: 15 pax, 1 Meal @ P220/pax, on December 2023	STOD	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	3,300.00	3,300.00		
	NATIONAL VOLUNTEER MONTH - DARPO: 40 pax, 1 Meal @ P220/pax, on December 2023	STOD	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	8,800.00	8,800.00		
	Catering Services for the conduct of Livelihood training for Elderly and PWD- Flower arrangement, costing/ accounting & labelling/ decoration package, 40pax @ P850 (1 meal & 2 snacks w/ materials/ training kit	GAD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	34,000.00	34,000.00		
	Health & Wellness Day , 100 pax @ P350 (1 meal & 2 snacks)	GAD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	35,000.00	35,000.00		
	Catering Services for the conduct of Women's Month Celebration , 100 pax @ P350 (1 meal & 2 snacks)	GAD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	35,000.00	35,000.00		
	Conduct feeding to children and promoting nutritional food & Christmas Sharing, 70 pax @ P275 (1 meal & 1 snacks)	GAD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	19,250.00	19,250.00		
	Conduct campaign to end violence against women & children, 50pax @ P350 (1meal & 2snacks)	GAD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	17,500.00	17,500.00		
	Unforeseen GAD trainings/ conferences/ assessment	GAD	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	32,400.00	32,400.00		
	Monthly EXECOM/MANCON Meeting with 15 pax - One (1) Meal and Two (2) snacks at DARPO Conference Room	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	64,800.00	64,800.00		
	Special EXECOM/MANCOM Meeting with 15 pax - One (1) Meal and Two (2) snacks at DARPO Conference Room	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	32,400.00	32,400.00		
	Monthly BAC Meeting with 10 pax - One (1) Meal and Two (2) snacks at DARPO Conference Room, 2x in a month	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	129,600.00	129,600.00		
	Quarterly Provincial Assessment and Planning Session on all Major Sectors with 15 pax - One (1) Meal and Two (2) snacks at DARPO Conference Room	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	21,600.00	21,600.00		
	CARP Anniversary Celebration with 40 pax, One (1) Meal at DARRO	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	36,000.00	36,000.00		
	CARP Customized Polo Shirt printing	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	31,500.00	31,500.00		
	CARP Sports Uniform for Athletes	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	45,000.00	45,000.00		
	CARP Anniversary Celebration with 90 pax, One (1) Meal and Two (2) snacks at DARPO	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	44,400.00	44,400.00		
	Transport Services for CARP Anniversary Celebration for 1 day	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	15,000.00	15,000.00		
	Venue for CARP Anniversary Celebration for 1 day	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	10,000.00	10,000.00		
	Southern Leyte Founding Anniversary at Maasin City with 90 pax, one (1) Meal and Two (2) snacks	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	44,400.00	44,400.00		
	Transport Services for Southern Leyte Founding Anniversary at Maasin City for 1 day	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	15,000.00	15,000.00		
	Venue for Southern Leyte Founding Anniversary at Maasin City for 1 day	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	10,000.00	10,000.00		
	CSC Family Day Celebration with 90 pax, One (1) Meal and Two (2) snacks	SHARED	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	44,400.00	44,400.00		
	Transport Services for CSC Family Day Celebration for 1 day	SHARED	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	15,000.00	15,000.00		
	Venue for CSC Family Day Celebration for 1 day	SHARED	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	10,000.00	10,000.00		
	Deliberation of Vacant Positions with 15 pax, 2 Meals and 2 snacks	SHARED	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	52,200.00	52,200.00		
	National Volunteer Month with 50 pax, One (1) Meal	SHARED	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	18,000.00	18,000.00		

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	Year End Assessment Conference cum Christmas Party with 90 pax, one (1) Meals and Two (2) snacks	SHARED	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	44,400.00	44,400.00		
	Transport Services for Year End Assessment Conference cum Christmas Party for 1 day	SHARED	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	15,000.00	15,000.00		
	Venue for Year End Assessment Conference cum Christmas Party for 1 day	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	10,000.00	10,000.00		
	Communication Allowance for MARPOs	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	45,648.00	45,648.00		
	Communication Allowance for CARPO LTSP	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	12,680.00	12,680.00		
	Communication Allowance for PIO	SHARED	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	3,804.00	3,804.00		
	CY 2022 LTS Target setting and IPCR Preparation (35 pax @ 300/pax with venue)	LTSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	16,500.00	16,500.00		
	Provincial Staff Meeting/MARPOs Conference (20 pax /meeting @ 280/pax)	LTSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	16,800.00	16,800.00		
	Quarterly Assessment Workshop (35 pax/meeting @ 300/pax)	LTSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	31,500.00	31,500.00		
	Levelling-Off/Problem-Solving Session (20pax/meeting @ 280/pax)	LTSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	11,200.00	11,200.00		
	Mid-Year and Year-End Assessment (35 pax / meeting @ 300/pax with venue)	LTSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	31,000.00	31,000.00		
	Monthly Legal Conferences - 10 pax - One (1) Meal and Two (2) snacks ; Venue : Within Sogod, Southern Leyte/ Date : Every 3rd Monday of the month	LEGAL	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	42,000.00	42,000.00		
	Emergency Meeting with Regional Staff and Site Inspection on conversion application-10 pax - One (1) Meal and Two (2) snacks ; 3 courses 1 fish, 1 meat & 1 vege, Deserts/Mixed fruits & Drinks / - Venue : Within Sogod, Southern Leyte/	LEGAL	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	10,500.00	10,500.00		
	Semester Target Setting and Planning- 10 PAX -One (1) Meal and Two (2) snacks; 3 courses 1 fish, 1 meat & 1 vege, Deserts/Mixed fruits & Drinks	LEGAL	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	20,000.00	20,000.00		
	Year End Assessment and Monitoring	LEGAL	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	7,000.00	7,000.00		
	Regional Quarterly Assessment for Legal Sector -70 pax of Catering Services (with Accommodation and Venue for 3 days) - Venue : Macrohon, Southern Leyte	LEGAL	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	31,000.00	31,000.00		
	Repair & Maintenance-Office Equipment	LEGAL	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	125,000.00	125,000.00		
	Monthly DARAB Conference/Meeting CY 2022	DARAB	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	76,800.00	76,800.00		
	Quarterly DARAB Conference/Meeting CY 2022	DARAB	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	288,000.00	288,000.00		
	Year End Assessment	DARAB	NO	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	96,000.00	96,000.00		
	Accommodation/Rental of Room	DARAB	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	48,000.00	48,000.00		
	Other DARAB Conferences (unforeseen) CY 2023	DARAB	NO	Competitive Bidding	Jan 23	Jan 23	Jan 23	Jan 23	GoP	86,200.00	86,200.00		
	IPCR & OPCR Preparation Workshop, Jan & July 2023 35 pax , One (1) Meal and Two (2) snacks ; Venue: DARPO Conference Room, Sogod, Southern Leyte	ARBDSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	12,250.00	12,250.00		

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	Target Setting Workshop, Jan. & July, 2023 35 pax , One (1) Meal and Two (2) snacks ; Venue: DARPO Conference Room, Sogod, Southern Leyte	ARBDSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	12,250.00	12,250.00		
	Quarterly Provl RPS Assessment Workshop March, June, Sept & Dec 2023 35 pax , One (1) Meal and Two (2) snacks ; Venue: DARPO Conference Room, Sogod, Southern Leyte	ARBDSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	12,250.00	12,250.00		
	Monthly Meeting /Conference of ARBDSP - 15 pax One (1) Meal and Two (2) snacks ; Venue: DARPO Conference Room, Sogod, Southern Leyte; Date: Every second day of the month	ARBDSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	126,000.00	126,000.00		
	Various ARBO Trainings under SIB CY 2023 30 pax , One (1) Meal and Two (2) snacks	ARBDSP	YES	Competitive Bidding	Nov 22	Nov 22	Dec 22	Jan 23	GoP	666,000.00	666,000.00		
										-			

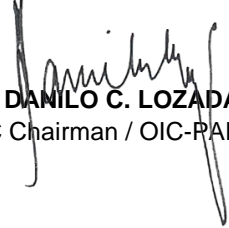
Prepared and Consolidated by:

Certified Funds Available /
Certified Appropriate Funds Available:



QUEENZEL DELA CRUZ-OBREGON
BAC Secretariat/Planning Officer II



MICHAEL C. MITARAN / JOSIELYN M. RAGAS
Provincial

Recommended by:



DANILO C. LOZADA
BAC Chairman / OIC-PARPO I


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



CECILE M. MALUBAY
BAC Member / CARPO


FAMILA R. ABADINGO
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FRANCO C. CINCO
BAC Member / OIC-CARPO


RAQUEL M. GORME
BAC Member / OIC-MARPO

- [] Approved
- [] Disapproved


RODERICK B. RANCES
PARPO II / HOPE