

Department of Agrarian Reform- Provincial Office of Sorsogon Indicative Annual Procurement Plan non-CSE 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/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	A. Office Supplies and Materials									0			
1	Common-use Office Supplies & materials Available at PS-DBM	ALL Sector	NO	NP-53.5 Agency-to-Agency	Quarterly	Quarterly	Quarterly	Quarterly	GoP	624666.59	624,666.59	N/A	To be procured at Procurement Service pursuant to Sec. 53 of the IRR
2	Common-use Office Supplies & materials Not-available at PS-DBM (1st semester)	ALL Sector	NO	Competitive Bidding	Jan. 9, 2023	Jan. 30, 2023	Feb. 2, 2023	Feb. 4, 2023	GoP	597,063.85	597,063.85	N/A	Provision and Delivery of various supplies and materials not available at PS-DBM (1st semester for CY 2023)
3	Common-use Office Supplies & materials Not-available at PS-DBM (2nd Semester)	ALL Sector	NO	NP-53.9 - Small Value Procurement	Jul-Dec. 2023	N/A	Jul-Dec. 2023	Jul-Dec. 2023	GoP	795000	795,000.00	N/A	Provision and Delivery of various supplies and materials not available at PS-DBM (2nd semester for CY 2023)
4	Subscription Expense	ALL Sector	NO	NP-53.5 Agency-to-Agency	Sept.2023	Sept.2023	Sept.2023	Sept.2023	GoP	100000	100,000.00	N/A	Subscription to Office 365
	B. General Services									0			
5	Security Services	GAS-STOD	YES	Competitive Bidding	Sept.26, 2022	Oct. 17, 2022	Jan. 2023/ upon approval of GAA	Jan. 2023/ upon approval of GAA	GoP	945000	945,000.00	N/A	Provision for 2023 Security Services composed of 4 Security Guards
6	Janitorial Services	GAS-STOD	YES	Competitive Bidding	Sept.26, 2022	Oct. 17, 2022	Jan. 2023/ upon approval of GAA	Jan. 2023/ upon approval of GAA	GoP	550000	550,000.00	N/A	Provision for 2023 Janitorial Services (2 Janitors)
	C. Lease/Rentals									0			
7	Rent Expenses-Building & Structures	ALL Sector	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan. 2023-Dec. 2023	Jan. 2023-Dec. 2023	GoP	1380000	1,380,000.00	N/A	Lease of Office Building for 12 DAR Municipal Offices and the PARAD Office
8	ICT Machinery and Equipment	GAS-STOD	NO	NP-53.9 - Small Value Procurement	Feb-Nov 2023	N/A	Feb-Nov 2023	Feb-Nov 2023	GoP	722000	722,000.00	N/A	Rentals of ICT Equipment
	D. Other Supplies and Materials Expense									0			
9	Provision of other supplies and materials for trainings	PBDD	YES	Competitive Bidding	Oct. 3, 2022	Oct. 24, 2022	Jan. 2023/ upon approval of GAA	Jan. 2023/ upon approval of GAA	GoP	735000	735,000.00	N/A	Training Supplies and Materials
10	Training Materials and Supplies	PBDD	NO	NP-53.9 - Small Value Procurement	Feb-Nov 2023	N/A	Feb-Nov 2023	Feb-Nov 2023	GoP	96950	96,950.00	N/A	
	E. Utilities									0			
11	Fuel, Oil and Lubricants Expenses	ALL Sector	NO	NP-53.14 Direct Retail Purchase of Petroleum F	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	1,059,000	1,059,000.00	N/A	
12	Water Expenses	GAS-STOD	NO	Direct Contracting	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	125000	125,000.00	N/A	
13	Electricity Expenses	ALL Sector	NO	Direct Contracting	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	1265267.13	1,265,267.13	N/A	
14	Postage and Deliveries	ALL Sector	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	120000	120,000.00	N/A	Purchase of postal stamps and deliveries/ mailing of documents to Phil. Postal corp.
15	Telephone Expenses-Mobile	ALL Sector	NO	Direct Contracting	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	476000	476,000.00	N/A	
16	Internet Subscription Expenses	GAS-STOD	NO	Direct Contracting	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	423000	423,000.00	N/A	
17	Cable Expenses	PARAD	NO	Direct Contracting	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	8960	8,960.00	N/A	
18	Legal Services (Notarization Fee)	ALL Sector	NO	Direct Contracting	N/A	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	70000	70,000.00	N/A	
	F. Repairs and Maintenance									0			
19	Repair and Maintenance of Office Building/ Furnitures and Fixtures	ALL Sector	NO	NP-53.9 - Small Value Procurement	Jan-Dec. 2023	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	263000	263,000.00	N/A	Repair and Maintenance of Office Buildings/ Furnitures and fixtures for CY 2023

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20	Repair and Maintenance of Office Equipment/IT Equipment/ Other PPE	ALL Sector	NO	NP-53.9 - Small Value Procurement	Jan-Dec. 2023	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	148120	148,120.00	N/A	Repair and Maintenance of Office Equipments for CY 2022
21	Repair and Maintenance of Motor Vehicle	GAS-STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec. 2023	N/A	Jan-Dec. 2023	Jan-Dec. 2023	GoP	350000	350,000.00	N/A	Repair and Maintenance of 4 units Motor Vehicle for CY 2023
22	G. Consulting Services									0			
23	Procurement of Consulting Services for Survey	LTID	YES	Competitive Bidding	Oct. 13, 2022	Nov. 7, 2022	Jan. 2022/ upon approval of GAA	Jan. 2022/ upon approval of GAA	GoP	574000	574,000.00	N/A	Procurement of Consulting Services for Survey for new Inds (1st Semester)
24	Procurement of Consulting Services for Survey	LTID	NO	Competitive Bidding	May 15, 2023	June 6, 2023	June 12, 2023	June 14, 2023	GoP	579000	579,000.00	N/A	Procurement of Consulting Services for Survey (2nd semester)
	H. Trainings/ Seminars/ Conferences									0			
25	Meals and Accomodation during the Assessment	LTID	NO	NP-53.9 - Small Value Procurement	Dec. 2023	N/A	Dec. 2023	Dec. 2023	GoP	132500	132,500.00	N/A	Provision of meals and accomodation during the assessment of the Sector with accomodation
26	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering) First Semester	ALL Sector	YES	Competitive Bidding	Oct. 18, 2022	Nov. 7, 2022	Jan. 2023/ upon approval of GAA	Jan. 2023/ upon approval of GAA	GoP	227000	227,000.00	N/A	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering) First Semester through Framework Agreement
27	Provision of meals during Trainings and Seminars conducted at the Municipality of Sorsogon (On-Site Catering) First Semester	PBDD	YES	Competitive Bidding	Oct. 18, 2022	Nov. 7, 2022	Jan. 2023/ upon approval of GAA	Jan. 2023/ upon approval of GAA	GoP	699300	699,300.00	N/A	Provision of meals during Meetings/ Conferences conducted at the Different Municipality of Sorsogon (On-Site Catering) First Semester through Framework Agreement
28	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering) Second Semester	ALL Sector	NO	Competitive Bidding	May 8, 2023	May 29, 2023	June 1, 2023	June 3, 2021	GoP	246500	246,500.00	N/A	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering) 2nd Semester through Framework Agreement
29	Provision of meals during Trainings and Seminars conducted at the Municipality of Sorsogon (On-Site Catering) Second Semester	PBDD	NO	Competitive Bidding	May 8, 2023	May 29, 2023	June 1, 2023	June 3, 2021	GoP	435700	435,700.00	N/A	Provision of meals during Meetings/ Conferences conducted at the Different Municipality of Sorsogon (On-Site Catering) 2nd Semester through Framework Agreement
30	Provision of meals and accomodation during the assessment	GAS-STOD	NO	NP-53.9 - Small Value Procurement	Sept.-Dec. 2023	N/A	Sept.-Dec. 2023	Sept.-Dec. 2023	GoP	55000	55,000.00	N/A	Provision of meals and accomodation during the assessment of the Sector with accomodation
31	Meals and Accomodation during the Assessment	PARAD/ LEGAL	NO	NP-53.9 - Small Value Procurement	Sept.-Dec. 2023	N/A	Sept.-Dec. 2023	Sept.-Dec. 2023	GoP	90000	90,000.00	N/A	Meals and Accomodation during the Assessment with Accommodation

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32	Provision of meals and accomodation during the assessment with venue	PBDD	NO	NP-53.9 - Small Value Procurement	July-Dec. 2023	N/A	July-Dec. 2023	July-Dec. 2023	GoP	150000	150,000.00	N/A	Provision of meals and accomodation during the assessment with accomodation
	I. Subsidies									0			
33	Supply and Delivery of Farm Machinery and Equipments	PBDD	YES	Competitive Bidding	Oct. 3, 2022	Oct. 24, 2022	Jan. 2023/ upon approval of GAA	Jan. 2023/ upon approval of GAA	GoP	1750000	1,750,000.00	N/A	Supply and Delivery of Farm Machinery and Equipment under CRFPSP (SLS and MCBF) and EPaHP
34	Supply and Delivery of Farm Inputs	PBDD	NO	NP-53.9 - Small Value Procurement	Feb-Nov 2023	N/A	Feb-Nov 2023	Feb-Nov 2023	GoP	130000	130,000.00	N/A	Supply and Delivery of Farm Inputs under CRFPSP (SLS and Wash-focused Enterprise/ Livelihood
35	Provision of Support Facilities and Equipment	PBDD	NO	NP-53.9 - Small Value Procurement	Feb-Nov 2023	N/A	Feb-Nov 2023	Feb-Nov 2023	GoP	800000	800,000.00	N/A	Support Facilities and Equipment under VLFED
	TOTAL									16723027.57	16,723,027.57		

Prepared by: .


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