

(DEPARTMENT OF AGRARIAN REFORM - LEYTE PROVINCE) Indicative Annual Procurement Plan (Non-CSE) for FY 2023

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Janitorial Manpower Services	STOD	Competitive Bidding	Sep-22	Oct-22	Oct-22	Oct-22	GoP	836,760.60	836,760.60	0	Provision of the four (4) janitorial attendants. Proposed ABC includes the supplies and the tools used by the attendants. The Procurement process will be done by the Regional Office.
	Security Manpower Services	STOD	Competitive Bidding	Sep-22	Oct-22	Oct-22	Oct-22	GoP	2,241,892.00	2,241,892.00	0	Provision of six (6) security guards. The Procurement process will be done by the Regional Office.
	CCTV Maintenance and Monitoring Services	STOD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	0	Provision of 24/7 CCTV monitoring & preventive maintenance of CCTV peripherals
	Rental of DARPO Leyte Office & DARMOs.	STOD						GoP	2,873,640.00	2,873,640.00	0	Renewal, inclusive of DARPO, DARMO Kananga, Jaro, Dagami, Ormoc
	Common Use Supplies, Equipment and Materials available at Procurement Service	STOD, DARAB, LTID, LEGAL & PBDD	NP-53.5 Agency-to-Agency	Nov-22	Dec-22	January	January	GoP	2,431,195.19	2,431,195.19	0	Not applicable. To be procured from another agency of the government in accordance with Sec. 53.5 and Appendix 6 of the IRR of RA 9184.
	Common Use Supplies, Equipment and Materials not available at Procurement Service	STOD, DARAB, LTID, LEGAL & PBDD	Sec. 52.1 - Shopping	Nov-22	Dec-22	January	January	GoP	1,014,540.00	1,014,540.00	0	Not applicable. To be procured from another agency of the government in accordance with Sec. 53.5 and Appendix 6 of the IRR of RA 9184.
	Gasoline and other POL Products	STOD, DARAB, LTID, LEGAL & PBDD	Sec. 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) products and Airline Tickets	N/A	N/A	n/a	n/a	GoP	2,208,000.00	2,208,000.00	0	Supply of Gasoline and other POL Products for DARPO Leyte vehicles.
	Supply and Delivery of Spare Parts, Repair and Maintenance of Service Vehicles	STOD, DARAB, LTID, LEGAL & PBDD	NP-53.9 - Small Value Procurement	N/A	N/A	n/a	n/a	GoP	800,000.00	800,000.00	0	
	Supply and Delivery of Hardware/Construction Materials for DAR Municipal Offices and other divisions of DARPO Leyte	STOD, DARAB, LTID, LEGAL & PBDD	NP-53.9 - Small Value Procurement	N/A	N/A	n/a	n/a	GoP	300,000.00	300,000.00	0	Repair and provision of hardware or construction materials for DARMOs and other divisions of DARPO Leyte for the necessary repairs.
	Repair, Cleaning and Maintenance of Airconditioners of DARPO Leyte	STOD, DARAB, LTID, LEGAL & PBDD	NP-53.9 - Small Value Procurement	N/A	N/A	n/a	n/a	GoP	38,000.00	38,000.00	0	Repair, Cleaning and Maintenance of DARPO Leyte Airconditioners
	Printing of Personnel Forms	STOD	NP-53.9 - Small Value Procurement	February	N/A	March	March	GoP	33,500.00	33,500.00	0	
	Supply and Delivery of Drinking Water	STOD, LTID, PBDD, DARAB, LEGAL	NP-53.9 - Small Value Procurement	February	N/A	March	March	GoP	81,000.00	81,000.00	0	Supply of drinking water.
	Purchase and Delivery of Garments with Print	STOD, LTID, PBDD, DARAB, LEGAL	NP-53.9 - Small Value Procurement	February	N/A	March	March	GoP	338,500.00	338,500.00	0	Intended for all sectors for the CARP Anniversary Celebration and Women's Month Celebration
	Publication of Activities, Decisions and Notices under LTSP	LTID	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	December	December	January	January	GoP	600,000.00	600,000.00	0	Intended for the publication of NLVA and Field Investigation activities
	Catering Services for Learning and Development Trainings	STOD, LTID, PBDD, DARAB, LEGAL	NP-53.9 - Small Value Procurement	N/A	n/a	n/a	n/a	GoP	214,500.00	214,500.00	0	Premised on 1 developmental intervention (e.g. trainings) per employee per year for L&D
	Lease of Venue with Catering Services for the DARPO Leyte Biliran Year - End Assessment/Conference	STOD, LTID, PBDD, DARAB, LEGAL	NP-53.9 - Small Value Procurement	October	N/A	November	December	GoP	270,000.00	270,000.00	0	
	Lease of Venue with Catering Services for the DARPO Leyte Biliran General Assembly cum CARP Anniversary Celebration	STOD, LTID, PBDD, DARAB, LEGAL	NP-53.9 - Small Value Procurement	April	N/A	May	June	GoP	177,500.00	177,500.00	0	
	Publication of Activities, Decisions and Notices under DARAB	DARAB	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	December	December	January	January	GoP	650,000.00	650,000.00	0	Intended for the publication of Notices of Decision, Cancellation of CLOA and Notices of Hearing
	Purchase and Delivery of Postal Stamps	STOD, DARAB, LEGAL	NP-53.5 Agency-to-Agency	December	December	January	January	GoP	145,000.00	145,000.00	0	Provision of postal stamps to DARAB, Legal and STOD.
	Water Services	STOD, LTID, PBDD, DARAB, LEGAL						GoP	127,512.00	127,512.00	0	To renew the services of the existing service provider in accordance with GPPB Resolution NO. 019 - 2006 dated December 26, 2006.
	Electricity Services	STOD, LTID, PBDD, DARAB, LEGAL						GoP	2,268,000.00	2,268,000.00	0	To renew the services of the existing service provider in accordance with GPPB Resolution NO. 019 - 2006 dated December 26, 2006.
	Telecommunication Services - Landline	STOD, LTID, PBDD, DARAB, LEGAL						GoP	500,000.00	500,000.00	0	To renew the services of the existing service provider in accordance with GPPB Resolution NO. 019 - 2006 dated December 26, 2006.

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Purchase and Delivery of Cellcards	PARCCOM	NP-53.9 - Small Value Procurement	March	March	April	April	GoP	22,800.00	22,800.00	0	
	Cable Services	STOD, LTID, PBDD, DARAB, LEGAL						GoP	11,400.00	11,400.00	0	To renew the services of the existing service provider in accordance with GPPB Resolution NO. 019 - 2006 dated December 26, 2006.
	Purchase of Plane Tickets	STOD, LTID, PBDD, DARAB, LEGAL	Sec. 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) products and Airline Tickets	n/a	n/a	n/a	n/a	GoP	1,056,000.00	1,056,000.00	0	
	Purchase of Plane Tickets	PARCCOM	Sec. 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) products and Airline Tickets	n/a	n/a	n/a	n/a	GoP	30,000.00	30,000.00	0	
	Publication of DARPO Leyte Newsletter	STOD, LTID, PBDD, DARAB, LEGAL	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	March	March	April	April	GoP	35,000.00	35,000.00	0	
	Supply and Delivery of Construction Materials for the Fabrication of Survey Monuments	LTID	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	350,000.00	350,000.00	0	
	Notarial Services	LTID	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	n/a	n/a	n/a	n/a	GoP	100,000.00	100,000.00	0	
	Printing and Delivery of Survey Returns, Narrative Technical Descriptions (NTDs), Sepia and Blueprint Copies of ASP, Lot Data Computation (LDC) and Technical Description in BL Form V-37	LTID						GoP	200,000.00	200,000.00	0	Renewal
	Purchase and Delivery of Documentary Stamps	LTID	NP-53.5 Agency-to-Agency	n/a	n/a	n/a	n/a	GoP	50,000.00	50,000.00	0	
	Lease of Venue with Catering Services for MARPOs Planning Conferences	LTID	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	668,500.00	668,500.00	0	
	Supply and Delivery of Catering Services for Installation Activities	LTID	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	84,000.00	84,000.00	0	
	Supply and Delivery of Catering Services for CLOA Distribution activities	LTID	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	375,000.00	375,000.00	0	
	Lease of Venue with Catering Services for various DARPO LAD, Non-LAD and Survey Activities	LTID	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	330,000.00	330,000.00	0	
	Lease of Venue with Catering Services for various STOD activities	LTID	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	286,000.00	286,000.00	0	
	Lease of Venue with Catering Services for various DARAB activities	DARAB	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	836,000.00	836,000.00	0	
	Lease of Venue with Catering Services for Legal Division activities	LEGAL	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	416,000.00	416,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Social Infrastructure Building (SIB)	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	968,750.00	968,750.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Village Level Farms - Focus Enterprise Development (VFFD)	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	313,500.00	313,500.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Farm Business School (FBS)	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	265,400.00	265,400.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Product Development	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	59,400.00	59,400.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	152,500.00	152,500.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Microfinance	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	64,000.00	64,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under LINKSFARM	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	419,000.00	419,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under PBD Lawwriting	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	60,000.00	60,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under E-PAHP	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	114,000.00	114,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under CRFPS	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	72,200.00	72,200.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Supervisory and Monitoring	PBDD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	304,000.00	304,000.00	0	
	Supply and Delivery of Catering Services for Women's Month Celebration	STOD	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	206,500.00	206,500.00	0	
	Lease of Venue with Catering Services for PARCCOM activities	PARCCOM	NP-53.9 - Small Value Procurement	January	January	February	February	GoP	130,000.00	130,000.00	0	
TOTAL									26,159,489.79	26,159,489.79		

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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	


We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:


 ROEHL-LEE ROY A. MARMITA
 PCAO

Date Prepared: _____

Certified Funds Available / Certified Appropriate Funds Available:


 SHEILA LUCILLE M. SEMBRERO
 Budget Officer

Approved by:


 JOSEFINA CORAZON N. TURLA
 Head of Office/Agency