

DEPARTMENT OF AGRARIAN REFORM
Provincial Agrarian Reform Office
Province of Misamis Occidental
Gango, Ozamiz City

ANNUAL PROCUREMENT PLAN (NON-CSE) FOR CY 2023

Code (PAP)	PROCUREMENT PROGRAMS/ PROJECT	PMO/ End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief description of Program/ Project)
				Advertisement/P osting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Common Used Supplies and Equipment (CSE)							GAA	1,293,839.57	1,293,839.57		
	Available at PS - DBM								855,951.34	855,951.34		
		STOD	NP-53.5 - AA	2.01.23	02.07.23	02.09.23	02.10.23	GAA	283,510.19	283,510.19		
		LTSP	NP-53.5 - AA	2.01.23	02.07.23	02.09.23	02.10.23	GAA	48,987.31	48,987.31		
		DARAB	NP-53.5 - AA	2.01.23	02.07.23	02.09.23	02.10.23	GAA	41,185.24	41,185.24		
		Legal Division	NP-53.5 - AA	2.01.23	02.07.23	02.09.23	02.10.23	GAA	75,331.33	75,331.33		
		ARBDSP	NP-53.5 - AA	2.01.23	02.07.23	02.09.23	02.10.23	GAA	406,937.27	406,937.27		
	Not Available in PS-DBM								437,888.24	437,888.24		
		STOD	Shopping	2.01.23	02.07.23	02.09.23	02.10.23	GAA	127,934.24	127,934.24		
		LTSP	Shopping	2.01.23	02.07.23	02.09.23	02.10.23	GAA	46,010.00	46,010.00		
		DARAB	Shopping	2.01.23	02.07.23	02.09.23	02.10.23	GAA	88,874.00	88,874.00		
		Legal Division	Shopping	2.01.23	02.07.23	02.09.23	02.10.23	GAA	97,700.00	97,700.00		
		ARBDSP	Shopping	2.01.23	02.07.23	02.09.23	02.10.23	GAA	77,370.00	77,370.00		
	GENERAL ADMINISTRATIVE and SUPPORT	GAS						GAA	5,657,000.00	5,657,000.00		
	1. General Management and Supervision											
	MANDATORIES											
	Training Expenses											
	> 2023 STOD TARGET SETTING		NP-53.9 - SVP	1.17.23	1.20.23	1.24.22	1.25.22	GAA	93,600.00	93,600.00		
	Catering (Meals & Snacks) & Lodging Services											
	> MANCOM MEETING		NP-53.9 - SVP	N/A	N/A	01/16/23; 2/20/23; 3/27/23; 04/25/23; 5/8/23; 6/8/23; 7/13/23; 8/17/23; 9/5/23; 10/12/23; 11/6/23; 12/4/23	1/17/23; 2/21/23; 3/28/23; 04/26/23; 5/9/23; 6/9/23; 7/14/23; 8/18/23; 9/6/23; 10/13/23; 11/7/23; 12/5/23	GAA	31,500.00	31,500.00		
	Catering (Meals & Snacks) & Lodging Services											
	> GACPA CONVENTION		NP-53.9 - SVP	N/A	N/A	5.11.23	5.12.23	GAA	30,000.00	30,000.00		
	Catering (Meals & Snacks) Lodging Services & Registration											
	> PICPA CONVENTION		NP-53.9 - SVP	N/A	N/A	11.20.23	11.21.23	GAA	20,000.00	20,000.00		
	Catering (Meals & Snacks) Lodging Services & Registration											
	> GEP CONVENTION		NP-53.9 - SVP	N/A	N/A	11.20.23	11.21.23	GAA	7,500.00	7,500.00		
	Catering (Meals & Snacks) Lodging Services & Registration											
	> CARP ANNIVERSARY CELEBRATION		NP-53.9 - SVP	N/A	N/A	08.21.23	08.22.23	GAA	37,400.00	37,400.00		
	Catering (Meals & Snacks)											
	> 2023 YEAR END ASSESSMENT		NP-53.9 - SVP	N/A	N/A	12.16.23	12.17.23	GAA	30,000.00	30,000.00		
	Catering (Meals & Snacks)											
	Fuel, Oil and Lubricants		NP-53.9 - SVP	12/19/2022	12/20/2022	12/21/2022	12/22/2022	GAA	600,000.00	600,000.00		
	Utility Expenses											
	Water		Direct Contracting	N/A	N/A	N/A	N/A	GAA	100,000.00	100,000.00		
	Electricity		Direct Contracting	N/A	N/A	N/A	N/A	GAA	2,400,000.00	2,400,000.00		
	Communication Expenses - landline		Direct Contracting	N/A	N/A	N/A	N/A	GAA	200,000.00	200,000.00		

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				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	> LEGAL MONTHLY MEETING		NP-53.9 - SVP	N/A	N/A	01/18/23; 2/22/23; 3/29/23; 04/27/23; 5/11/23; 7/18/23; 8/22/23; 9/25/23; 10/23/23; 11/13/23;	11/19/23; 2/23/23; 3/30/23; 04/28/23; 5/12/23; 7/19/23; 8/23/23; 9/26/23; 10/24/23; 11/14/23;	GAA	24,000.00	24,000.00		
	Catering (meals, snacks)									-		
	> Quarterly Assessment		NP-53.9 - SVP	N/A	N/A	2/27/23;04/04/23; 5/11/23; 7/18/23; 8/30/23	2/28/23; 04/05/23; 5/12/23;7/19/23; 8/31/23;	GAA	26,000.00	26,000.00		
	Catering (meals, snacks)											
	Repairs and maintenance :									-		
	Office Building		NP-53.9 - SVP	5/11/2023	N/A	5/18/2023	5/20/2023	GAA	10,000.00	10,000.00		
	Office Equipment		NP-53.9 - SVP	6/1/2023	N/A	6/8/2023	6/11/2023	GAA	10,000.00	10,000.00		
	Motor Vehicle		NP-53.9 - SVP	6/2/2023	N/A	6/8/2023	6/11/2023	GAA	10,000.00	10,000.00		
	Communication Expenses - mobile		Direct Contracting	N/A	N/A	1/9/2023	1/9/2023	GAA	10,000.00	10,000.00		
	Communication Expenses - landline		Direct Contracting	N/A	N/A	1/9/2023	1/9/2023	GAA	10,000.00	10,000.00		
	Communication Expenses - internet subscription		Direct Contracting	N/A	N/A	1/9/2023	1/9/2023	GAA	15,000.00	15,000.00		
	Postage & Courier Services		Direct Contracting	N/A	N/A	1/9/2023	1/9/2023	GAA	10,000.00	10,000.00		
	Printing and Publications Expenses		NP-53.9 - SVP	6/2/2023	N/A	6/8/2023	6/11/2023	GAA	5,000.00	5,000.00		
	AGRARIAN REFORM BEBECIARIES DEVELOPMENT & SUSTAINABILITY PROGRAM	ARBDSP							5,898,819.00	5,898,819.00		
	1. Supervision and management for effective delivery of support services.								454,000.00	454,000.00		
	1.1) Sustainability monitoring of Infra previously completed and turned-over to LGUs for maintenance											
	Trainings/Conferences/Assessment		NP-53.9 - SVP	N/A	N/A	2.07.23; 3.20.23; 4.3.23; 5.15.23; 6.26.23; 7.17.23	2.08.23; 3.22.23; 4.4.23; 5.16.23; 6.27.23; 7.18.23	GAA	32,500.00	32,500.00		
	Conduct of SME of turned over Physical Infrastructure Subprojects											
	2 Snacks @ 75.00 per snack for 13 Municipalities											
	1 Meal @ 250.00 for 13 Municipalities											
	1.2.) Supervision, Management, and Monitoring and Evaluation											
	Trainings/Conferences/Assessment											
	Trainer's Training on Basic Accounting for Non-Accountants (2days)		NP-53.9 - SVP	N/A	N/A	01.24.23	01.24.23	GAA	35,000.00	35,000.00		
	2 AM Snack for 2 days											
	2 Measl for 2 days											
	2 PM Snack for 2 days											
	ARBDSP Assessment		NP-53.9 - SVP	N/A	N/A	09.11.23	09.12.23	GAA	30,000.00	30,000.00		
	Catering (meals, snacks) & Lodging Services											
	1.3. Conduct of IT-Enabled Maturity Assessment (ITEMA)											
	Conduct of 2021 ITEMA (82 ARBOs)											
	Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	03.06.23; 6.13.23	03.06.24; 6.14.23	GAA	129,500.00	129,500.00		

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	Policy Development Seminar (5 ARBOs)		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	19,000.00	19,000.00		
	Catering (meals, snacks)											
	Ballpens											
	Policy Enhancement Seminar 2 ARBOs)		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	7,000.00	7,000.00		
	Catering (meals, snacks)											
	Ballpens											
	Records Management for Financial Transaction Seminar (7 ARBOs)		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	25,000.00	25,000.00		
	Catering (meals, snacks)											
	Ballpens											
	Records Management for Non-Financial Transaction Seminar (12 ARBOs)		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	40,000.00	40,000.00		
	Catering (meals, snacks)											
	Ballpens											
	Strategic Development and Planning Workshop Seminar		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	7,000.00	7,000.00		
	Catering (meals, snacks)											
	Ballpens											
	System Management Workshop Seminar		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	8,000.00	8,000.00		
	Catering (meals, snacks)											
	Ballpens											
	Basic Agrarian Reform Beneficiaries Education Seminar		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	6,000.00	6,000.00		
	Catering (meals, snacks)											
	Ballpens											
	Conduct of FGD for the updating of ARCDP of 5 ARCs		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	15,000.00	15,000.00		
	Catering (meals, snacks)											
	Household Income Survey for the updating of ARCDP of 5 ARCs		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	24,000.00	24,000.00		
	Catering (meals, snacks)											
	BARC Reorganization											
	Catering (snacks)		NP-53.9 - SVP	N/A	N/A	2/16/23; 3/8/23; 4/4/23; 5/8/23	2/17/23; 3/9/23; 4/5/23; 5/9/23	GAA	24,000.00	24,000.00		
	Fuel, Oil and Lubricants		NP-53.9 - SVP	12/19/2022	12/20/2022	12/21/2022	12/22/2022	GAA	95,000.00	95,000.00		
	Communication Expenses:											
	Mobile		Direct Contracting	N/A	N/A	N/A	N/A	GAA	48,000.00	48,000.00		
	3) Enterprise Development & Economic Support								1,595,680.00	1,595,680.00		
	Training/Conferences											
	3.1. PBD LAWYERING											
	Entrepreneurial and Business Development Seminar (2 ARBOs)		NP-53.9 - SVP	N/A	N/A	05.29.23	05.29.24	GAA	16,740.00	16,740.00		
	Catering (meals, snacks)									-		
	3.2. ARBO UNDERWRITER									-		
	TEV									-		
	Training									-		

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	Trainings:											
	1. Sustainability Planning Workshop Seminar (Oroquieta Site) (1ARBO) Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	03.06.23	03.07.23	GAA	7,000.00	7,000.00		
	2. Cluster Leaders and ARBO Officers Training on Production Module updating(Whole Nut/Copra/Vegetable/Cacao and Abaca) (50/ARBO) Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	03.06.23	03.07.23	GAA	34,000.00	34,000.00		
	3. Coaching and Mentoring of Cluster Suppy Commitments Preparation (150/ARBO) Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	03.06.23	03.07.23	GAA	84,000.00	84,000.00		
	4. Cluster Leaders and ARBO Officers Training on AE Plan Review /Enhancement (50/ARBO) Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	03.06.23	03.07.23	GAA	34,000.00	34,000.00		
	5. Technology Training on Abaca/ Vegetable, Cacao, and Coconut with Materials (50/ARBO) >Commercial Fertilizers (14-14-0)(4ARBOs) >vegetable seeds okra Sweet Green Bongga Sitaw squash Suprema F1 Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	06.20.23	06.21.23	GAA	34,000.00	34,000.00		
	6. Conduct of SWG Meeting (30/sem/ARBO) Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	06.20.23	06.21.23	GAA	40,800.00	40,800.00		
	7. Hosting of Quarterly Coordination Meeting (3days) >lodging of pax (5/province) Catering (meals, snacks)		NP-53.9 - SVP	N/A	N/A	08.14.23	08.15.23	GAA	52,500.00	52,500.00		
	3.7 EPAHP											
	Trainings >Conduct of EPAHP Program Orientation Seminar		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	21,000.00	21,000.00		
	>Conduct of Technology Training Seminar with materials; Seeds: • okra seeds (smooth green)		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	21,000.00	21,000.00		
	• squash Suprema F1		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	4,800.00	4,800.00		
	• eggplant Calixto F1		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	8,400.00	8,400.00		
	• Bonga Sitaw		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	6,000.00	6,000.00		
	Fertilizers:• 14-14-0		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	3,600.00	3,600.00		
	• Urea		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	16,800.00	16,800.00		
	• GrowMore(15-15-30 NPK)		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	18,000.00	18,000.00		
	>Conduct of Policy Formulation Seminar		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	1,400.00	1,400.00		
	>Conduct of Farm Plan & Budget Seminar Workshop		NP-53.9 - SVP	N/A	N/A	05.15.23	05.16.23	GAA	21,000.00	21,000.00		
	>Conduct of Records Management Seminar		NP-53.9 - SVP	N/A	N/A	04.11.23	04.11.23	GAA	21,000.00	21,000.00		
	3.7 Microfinance Capacity Dev't											
	Conduct of Capacity Development Trainings: Catering (meals, snacks)	350	NP-53.9 - SVP	N/A	N/A	04.11.23	04.11.23	GAA	70,000.00	70,000.00		
	Sem. on Microfinance salient features Catering (meals, snacks)	60	NP-53.9 - SVP	N/A	N/A	04.11.23	04.11.23	GAA	1,020.00	1,020.00		
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	c. Notebook	50										
	d. Face Mask: 1 box @ 50 pcs	5										
	e. Alcohol (at least 4 liters in 1 gallon)	1										
	Kinuman Norte ARC Farmers Asso. -Ozamiz City											
	a. Vegetable Demo Farm Inputs		NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	52,325.00	52,325.00		
	Ampalaya: Mestisa F1 Variety; Packaging: 100g/can; Purity: at least 97%	1										
	Squash: Suprema Variety; Packaging: 250g/can; Purity: 250g/can	1										
	Sweet Pepper: Sultan F1 Variety; Packaging: 25 g/can; Purity: at least 95%	1										
	Tomato: Diamante F1 variety; Packaging: 25 g/can; Purity: at least 95%	1										
	Pechay: F1 seeds Black Behi; Packaging: 12 g/pack; Purity: at least 95%	1										
	Eggplant: Fortuner F1 Variety; Packaging: 50g/can; Purity: at least 95%	1										
	Nylon Strings rolls # 2.0	5										
	Organic Fertilizer; Packaging: not below 50 kg/sack	20										
	Organic Liquid Fertilizer; Packaging: 1 liter/container	50										
	Complete Fertilizer	2										
	Ammonium Phosphate (16-20-0); Packaging: at least 50 kg/sack	1										
	Knapsack Sprayer; Tank Capacity: 16 liters	1										
	Insecticides: Sevin WP 85; 500g/pack	1										
	b. Layer Mash; Weight: not below 50 kg/sack	8										
	c. Ballpen	50										
	d. Notebook	50										
	e. Face Mask: 1 box @ 50 pcs	5										
	f. Alcohol (at least 4 liters in 1 gallon)	1										
	Rattan (Bukag)	6										
	Hard Component : Sustainable Livelihood Support (SLS)											
	Pumpboat engine	1	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	50,000.00	50,000.00		
	Chainsaw (STIHL)	4	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	160,000.00	160,000.00		
	Knapsack Sprayer; Tank Capacity: 16 liters	6	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	16,800.00	16,800.00		
	Peanut Sheller	2	Competitive Bidding	3.06.23	03.13.23	03.27.23	03.28.23	GAA	200,000.00	200,000.00		
	Knapsack Sprayer; Tank Capacity: 16 liters	4	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	11,200.00	11,200.00		
	SOUTHERN POBLACION CARPBA - PLARIDEL											
	a. Climate Resilient Farm Productivity Seminar(1 day)	55	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	11,000.00	11,000.00		
	b. Rice Production and Management Training with Training Materials (3 days)	55	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	33,000.00	33,000.00		
	c. Farm Planning & Budgeting (1 day)	55	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	11,000.00	11,000.00		
	d. Policy Formulation Training on Rice Production Project (1 day)	55	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	11,000.00	11,000.00		
	e. Ballpen	50	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	500.00	500.00		

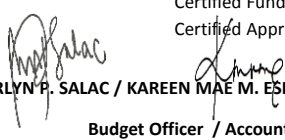
Code (PAP)	PROCUREMENT PROGRAMS/ PROJECT	PMO/ End User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief description of Program/ Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	f. Notebook	50	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	750.00	750.00		
	g. Face mask	7	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	780.00	780.00		
	h. Alcohol	5	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	720.00	720.00		
	Rice Production Farm Inputs :		NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	-	-		
	a. Complete Fertilizers (14-14-14) 50kg./sack	40	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	120,000.00	120,000.00		
	b. Urea (46-0-0) 50kg/sack	40	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	112,000.00	112,000.00		
	c. Bayluscide EC 250 Molluscide (1 liter/bottle)	5	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	14,000.00	14,000.00		
	d. Alika 247 ZC Insecticide (1 liter/bottle)	5	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	16,000.00	16,000.00		
	Hard Component: Major Block Farm											
	Floating tillers (Mudboat)	4	Competitive Bidding	3.06.23	03.13.23	03.27.23	03.28.23	GAA	320,000.00	320,000.00		
	Hand Tractor with Trailer (Kulig-lig)	2	Competitive Bidding	3.06.23	03.13.23	03.27.23	03.28.23	GAA	250,000.00	250,000.00		
	Mini Ricemill	1	Competitive Bidding	3.06.23	03.13.23	03.27.23	03.28.23	GAA	450,000.00	450,000.00		
	Knapsack Sprayer; Tank Capacity: 16 liters	10	NP-53.9 - SVP	N/A	N/A	02.20.23	2.21.23	GAA	28,000.00	28,000.00		
	Fuel, Oil and Lubricants		NP-53.9 - SVP	12/19/2022	12/20/2022	12/21/2022	12/22/2022	GAA	45,000.00	45,000.00		
	Communication Expenses:											
	Mobile		Direct Contracting	N/A	N/A	N/A	N/A	GAA	10,000.00	10,000.00		
	Repairs and maintenance :											
	Motor Vehicles		NP-53.9 - SVP	6/2/2023	N/A	6/8/2023	6/11/2023	GAA	10,000.00	10,000.00		
		GRAND TOTAL				TOTAL :			13,885,658.57	13,885,658.57		

Prepared by:



CHERYL C. BERNALDO

ASSIST. STAT. / Desig. PROPERTY CUSTODIAN

Certified Funds Available /
 Certified Appropriate Funds

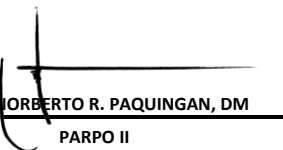

MERLYN P. SALAC / KAREEN MAE M. ESPIGA
 Budget Officer / Accountant II

Noted by:


LITA T. TORRES
 OIC-PCAO


DANILO M. PILAR
 BAC Chairperson

Approved by:


ENGR. NORBERTO R. PAQUINGAN, DM
 PARPO II

Date Prepared: DECEMBER 19, 2022