

DEPARTMENT OF AGRARIAN REFORM

Annual Procurement Plan for FY 2023

updated APP non CSE 2023 as of July 25, 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	
<b>A. SUPPLIES AND MATERIALS EXPENSES</b>										3,730,271.00	3,730,271.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	1. OFFICE SUPPLIES EXPENSES									2,061,600.00	2,061,600.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	ICT Office supplies	All Sector	NO	NP-53.9 - Small Value Procurement	Jan to Dec	N/A	Quarterly	Quarterly	GoP	307,100.00	307,100.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Office Supplies Expenses	All Sector	NO	NP-53.5 Agency-to-Agency	Jan to Dec	N/A	Quarterly	Quarterly	GoP	889,000.00	889,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Other Office Supplies Expenses	All Sector	NO	Shopping	Jan to Dec	N/A	Quarterly	Quarterly	GoP	865,500.00	865,500.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000	2. ACCOUNTABLE FORMS EXPENSES	All Sector	NO	Direct Contracting	Jan to Dec	N/A	Quarterly	Quarterly	GoP	10,000.00	10,000.00		GASS
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	3. FUEL, OIL AND LUBRICANTS EXPENSES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	835,671.00	835,671.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	4. SEMI-EXPENDABLE MACHINERY AND EQUIPMENT EXPENSES	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	298,000.00	298,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Office Equipment	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	102,000.00	102,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Information and Communications Technology Equipment	STOD	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	116,000.00	116,000.00		GASS

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Printing Equipment	STOD	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	80,000.00	80,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	5. SEMI-EXPENDABLE FURNITURE, FIXTURES AND BOOKS EXPENSES	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	42,000.00	42,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Furniture and Fixtures	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	42,000.00	42,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	6. OTHER SUPPLIES AND MATERIALS EXPENSES	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	483,000.00	483,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
<b>B. UTILITY EXPENSES</b>										1,380,000.00	1,380,000.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	1. WATER EXPENSES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	180,000.00	180,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	2. ELECTRICITY EXPENSES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	1,200,000.00	1,200,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
<b>C. COMMUNICATION EXPENSES</b>										1,485,752.00	1,485,752.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	1. POSTAGE AND COURIER SERVICES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	802,000.00	802,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	2. TELEPHONE EXPENSES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	435,365.00	435,365.00		GASS

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Mobile	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	354,000.00	354,000.00		GASS
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Landline	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	81,365.00	81,365.00		GASS
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	3. INTERNET SUBSCRIPTION EXPENSES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	236,387.00	236,387.00		GASS
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	4. CABLE, SATELITE, TELEGRAPH AND RADIO EXPENSES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	12,000.00	12,000.00		GASS
<b>D. CONFIDENTIAL, INTELLIGENCE AND EXTRAORDINARY EXPENSES</b>										272,000.00	272,000.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	1. EXTRA ORDINARY AND MISCELLANEOUS EXPENSES	All Sector	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	272,000.00	272,000.00		GASS
<b>E. PROFESSIONAL SERVICES</b>										3,998,085.00	3,998,085.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	1. LEGAL SERVICES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	70,000.00	70,000.00		LEGAL/GASS
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	2. AUDITING SERVICES	STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	200,000.00	200,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	3. OTHER PROFESSIONAL SERVICES	All Sector	NO	Direct Contracting	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	3,728,085.00	3,728,085.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>F. GENERAL SERVICES</b>										1,450,000.00	1,450,000.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	1. SECURITY SERVICES	STOD	YES	Competitive Bidding	October , 2022	November, 2022	December, 2022	Jan-23	GoP	1,300,000.00	1,300,000.00		GASS
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	3. OTHER GENERAL SERVICES	All Sector	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	150,000.00	150,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
<b>G. REPAIRS AND MAINTENANCE</b>										676,000.00	676,000.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Repair and maintenance-ICT Office Equipment	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	112,000.00	112,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Repair and maintenance-Motor Vehicles	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	564,000.00	564,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
<b>H. TAXES, INSURANCE PREMIUMS AND OTHER FEES</b>										220,000.00	220,000.00		
200000100001000	Fidelity Bond Premiums	STOD	NO	NP-53.5 Agency-to-Agency	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	150,000.00	150,000.00		GASS
200000100001000	Insurance Expenses	STOD	NO	NP-53.5 Agency-to-Agency	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	70,000.00	70,000.00		GASS
<b>I. OTHER MAINTENANCE AND OPERATING EXPENSES</b>										4,140,000.00	4,140,000.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Printing and Publication Expenses	All Sector	NO	Shopping	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	200,000.00	200,000.00		Gen. Admin Support /STOD
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Representation Expense (meal expenses)	All Sector	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	442,000.00	442,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP


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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	RENT/LEASE EXPENSES	All Sector	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	3,450,000.00	3,450,000.00		GASS
100000100001000	Rents-building and Structure	STOD	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	3,300,000.00	3,300,000.00		GASS
100000100001000	Rent/Lease -Motor Vehicles	STOD	NO	Shopping	N/A	N/A	N/A	N/A	GoP	150,000.00	150,000.00		
100000100001000	Membership Dues and Contributions to Organizations	All Sector	NO	NP-53.5 Agency-to-Agency	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	48,000.00	48,000.00		GASS
<b>J. TRAINING AND SCHOLARSHIP EXPENSES</b>										9,038,925.00	9,038,925.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Training Expenses									9,038,925.00	9,038,925.00		
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Seminars/Trainings	STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	792,000.00	792,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000		STO-PME	NO	NP-53.10-Lease of Real Property and Venue	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	1,031,825.00	1,031,825.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Briefings/Conferences	STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	750,000.00	750,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000		STO-PME	NO	NP-53.10-Lease of Real Property and Venue	Jan-June	N/A	Jan-June	Jan-June	GoP	573,700.00	573,700.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Workshops	STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	828,000.00	828,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000		STO-ARIE	NO	NP-53.10-Lease of Real Property and Venue	Jan-June	N/A	Jan-June	Jan-June	GoP	168,000.00	168,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Assessment	STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	880,000.00	880,000.00		Gen Admin and Support/STOD/Planning Mionitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000		STO-PME/GASS/LTS-SM	NO	NP-53.10-Lease of Real Property and Venue	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	3,659,400.00	3,659,400.00		Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
100000100001000/200000100001000/310100100005000/320100100001000/320100100002000/320100100003000/320100100004000/330100100001000	Meetings	STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec	N/A	Jan-Dec	Jan-Dec	GoP	356,000.00	356,000.00		Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP
<b>TOTAL</b>										<b>26,391,033.00</b>	<b>26,391,033.00</b>		

**BIDS AND AWARDS COMMITTEE:**

Prepared by:

  
**SOCORRO S. TAYAG**  
 BAC Secretariat

  
**JOSELL FERNAN Q. GUINTU**  
 Supply Section

  
**JOSELITO G. AGUINALDO**  
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**YOLANDA P. PAYUYAO**  
 Member

  
**LILIAN C. DELA CRUZ**  
 Member

  
**ALBERT E. SAPNU**  
 Head BAC Secretariat

  
**ILUMINADO OCAMPO**  
 BAC Vice-Chairperson

  
**ATTY. CRISTINA C. MIGUEL**  
 BAC Chairperson

Verified by:

  
**MARLYN P. ROMERO**  
 Budget Officer

**RECOMMENDING APPROVAL:**

  
**ATTY. ODGIE C. CAYABYAB**  
 Asst. Regional Director

**APPROVED BY:**

  
**JAMES ARSENIO O. PONCE, CESO III**  
 Head of Procuring Entity/Regional Director