

## DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE V Annual Procurement Plan for FY 2024 INDICATIVE

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/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
MANDATORIES													
	Fuel, Oil and Lubricants Expenses	GASS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	Jan-24	Jan-24	GoP	1,500,000.00	1,500,000.00		Including Vehicle Fuel (Fleet Card)
	Utilities (Water and Electricity)	GASS	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	2,950,000.00	2,950,000.00		
	Communication	GASS	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,100,000.00	1,100,000.00		Postage and Courier Services, Mobile, Landline, Internet Subscription Expense, Cable, Satellite, Telegraph and Radio Expense
	Janitorial Services (Jan-Dec 2024)	GASS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	900,000.00	900,000.00		Provision of Janitorial Services
	Security Services (Jan-Dec 2024)	GASS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	1,950,000.00	1,950,000.00		Provision of Security Services
	Catering Services	GASS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	1,000,000.00	1,000,000.00		Provision of In-House Catering for official meetings, assessment, trainings, etc.
	Rents-Buildings and Structures	GASS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-24	Jan-24	GoP	1,700,000.00	1,700,000.00		Lease of Buildings, Motor Vehicle
	ICT Mchinery	GASS	NO	Competitive Bidding	As the need arises	As the need arises	As the need arises	As the need arises	GoP	150,000.00	150,000.00		Lease of ICT Machinery
SUPPORT TO OPERATIONS DIVISION													
	Common Supplies and Equipment	ADM	NO	NP-53.5 Agency-to-Agency	N/A	N/A	QUARTERLY	QUARTERLY	GoP	1,046,722.12	1,046,722.12		Available at PS-DBM
	Common Supplies and Equipment	ADM	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	QUARTERLY	QUARTERLY	GoP	653,290.00	653,290.00		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS-DBM
	Conduct/Preparation of Planning and Budgeting for FY2025	PLN	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-24	Feb-24	GoP	400,000.00	400,000.00		Lease of venue to include food and accommodation as may be necessary
	Conduct of Regional Orientation and Cascading on BED Preparation for FY2025	PLN	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-24	Oct-24	GoP	300,000.00	300,000.00		Lease of venue to include food and accommodation as may be necessary
	Procurement of MS Office Licenses	PLN	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Nov-24	Nov-24	GoP	150,000.00	150,000.00		Recommended to be undetaken through SVP if not available in the PS-DBM
	Photo Printing/Blow Up (Wallnews	INF	NO	NP-53.9 - Small Value Procurement	N/A	N/A	QUARTERLY	QUARTERLY	GoP	12,000.00	12,000.00		
	Procurement of DARUBAY 2024 Newsletter Publication	INF	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	QUARTERLY	QUARTERLY	GoP	128,000.00	128,000.00		
	Procurement of Annual Report Magazine	INF	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Mar-24	Mar-24	GoP	103,000.00	103,000.00		
	RIO/PIOs Meeting for Annual Report Magazine and Planning Conference for 1st Semester	INF	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	72,000.00	72,000.00		
	RIO/PIOs Training Workshop on Photojournalism and Graphic Design	INF	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	120,000.00	120,000.00		
	RIO/PIOs Training Workshop on Newswriting and Planning Conference for 2nd Semester	INF	NO	NP-53.9 - Small Value Procurement	Jul-24	N/A	Jul-24	Jul-24	GoP	120,000.00	120,000.00		




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					Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Repair and Maintenance of AC units and other Equipments	GSS	NO	NP-53.9 - Small Value Procurement	QUARTERLY	N/A	QUARTERLY	QUARTELY	GoP	100,000.00	100,000.00		
	Provision of Quality Workplace Signages, Safety Disaster Risks, PWD and Senior Citizens	GSS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Feb-24	Feb-24	GoP	10,000.00	10,000.00		
	Repair and Maintenance of Seven (7) units Motor Vehicles and One (1) unit Generator Set	GSS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	770,300.00	770,300.00		
	Trainings on Disaster Preparedness Program	ADM	NO	NP-53.9 - Small Value Procurement	SEMESTRAL	N/A	SEMESTRAL	SEMESTRAL	GoP	200,000.00	200,000.00		
	DARRO V Sports Fest	ADM	NO	NP-53.9 - Small Value Procurement	Aug-24	N/A	Aug-24	Aug-24	GoP	300,000.00	300,000.00		
	Annual Medical Examination and Provision of Basic Health Emergencies and Health Protocols	ADM	NO	NP-53.9 - Small Value Procurement	SEMESTRAL	N/A	SEMESTRAL	SEMESTRAL	GoP	500,000.00	500,000.00		Includes purchase of Surgical Mask to SC and PWD, employees and clientele, alcohol and sanitizers
	Basic Occupational Safety and Health Training	ADM	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	100,000.00	100,000.00		
	Conduct of Continuous Learning Program for Employees in the Workplace	ADM	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	150,000.00	150,000.00		
	Conduct of Meetings/Monitoring to ensure that GAD activities are Implemented	GAD	YES	Competitive Bidding	QUARTERLY	QUARTERLY	QUARTERLY	QUARTERLY	GoP	100,000.00	100,000.00		Included to In-House Catering Services
	Dismantling of Structures of DAR Region V	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	350,000.00	350,000.00		
	Hauling of Office Equipment, Supplies, Tables, Chairs, Files	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	200,000.00	200,000.00		
	CCTV Installation including camera, DVR, monitor, labor and materials (New Building)	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	200,000.00	200,000.00		
	Installation and Fabrication of Office Workstation	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	600,000.00	600,000.00		Modular Office Cubicle Including Office Furnitures and Fixtures
	P.A. System and Intercom Installation	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	150,000.00	150,000.00		
AGRARIAN LEGAL SERVICES													
	Common Supplies and Equipment	ALS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	SEMSTRAL	SEMESTRAL	GoP	268,994.00	268,994.00		Available at PS-DBM
	Common Supplies and Equipment	ALS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	6,706.00	6,706.00		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS-DBM
	Procurement of One (1) Year Subscription Electronic Research Material (Jurisprudence)	ALS	NO	NP-53.9 - Small Value Procurement	Jun-24	N/A	Jun-24	Jun-24	GoP	50,000.00	50,000.00		Online Subscription of Jurisprudence
	Trainings/Conferences/ Assessment	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	QUARTERLY	QUARTERLY	GoP	1,452,000.00	1,452,000.00		Recommended to be undertaken through Lease of Venue, SVP or Included in the In-House Catering
OFFICE OF THE REGIONAL DIRECTOR													
	Common Supplies and Equipment	ORD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	QUARTERLY	QUARTERLY	GoP	170,348.00	170,348.00		Available at PS-DBM



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					Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Trainings / Conferences / Assessment	ADJ	NO	NP-53.9 - Small Value Procurement	Jun-24	N/A	Jun-24	Jun-24	GoP	190,141.00	190,141.00		
	Common Supplies and Equipment	ADJ	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As the need arises	As the need arises	GoP	59,258.18	59,258.18		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS- DBM
											25,352,102.82		

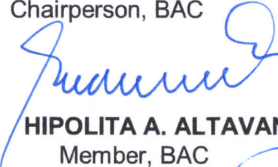
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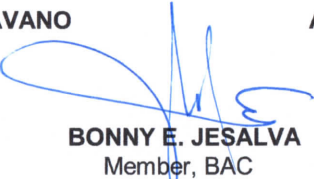
  
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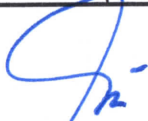
  
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