

(DEPARTMENT OF AGRARIAN REFORM - LEYTE PROVINCIAL OFFICE) Indicative Annual Procurement Plan for FY 2024

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	
	Janitorial Manpower Services	STOD	YES	Competitive Bidding	Oct-23	Oct-23	Nov-23	Nov-23	GoP	924,804.70	924,804.70	0	Provision of the five (5) 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	YES	Competitive Bidding	Oct-23	Oct-23	Nov-23	Nov-23	GoP	2,264,060.43	2,264,060.43	0	Provision of nine (9) security guards. The Procurement process will be done by the Regional Office.
	CCTV Maintenance and Monitoring Services	STOD	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	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	YES	NP-53.10 Lease of Real Property and Venu	N/A	N/A	Dec-23	Dec-23	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	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-24	Jan-24	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	NO	Shopping	Jan-24	N/A	Jan-24	Jan-24	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	NO	Supply of Petroleum Fuel, Oil and Lubricant (POL	N/A	N/A	JANUARY - DECEMBER 2024	JANUARY - DECEMBER 2024	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	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Apr-24	Apr-24	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	NO	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	NO	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	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	33,500.00	33,500.00	0	
	Supply and Delivery of Drinking Water	STOD, LTID, PBDD, DARAB, LEGAL	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	81,000.00	81,000.00	0	Supply of drinking water.
	Purchase and Delivery of Garments with Print	STOD, LTID, PBDD, DARAB, LEGAL	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	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	NO	Scholarly, Artistic Work, Exclusive Technolog	N/A	N/A	N/A	N/A	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	NO	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	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	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	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	177,500.00	177,500.00	0	
	Publication of Activities, Decisions and Notices under DARAB	DARAB	NO	holarly, Artistic Work, Exclusive Technolog	N/A	N/A	N/A	N/A	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 Stamp	STOD, DARAB, LEGAL	NO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	145,000.00	145,000.00	0	Provision of postal stamps to DARAB, Legal and STOD.
	Water Services	STOD, LTID, PBDD, DARAB, LEGAL	NO		N/A		N/A	N/A	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	NO		N/A		N/A	N/A	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	NO		N/A		N/A	N/A	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.
	Purchase and Delivery of Cellcards	PARCCOM	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	22,800.00	22,800.00	0	
	Cable Services	STOD, LTID, PBDD, DARAB, LEGAL	NO		N/A		N/A	N/A	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	NO	NP-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	NO	of Petroleum Fuel, Oil and Lubricant (POL)	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00		
	Publication of DARPO Leyte Newsletter	STOD, LTID, PBDD, DARAB, LEGAL	NO	holarly, Artistic Work, Exclusive Technolog	N/A	N/A	N/A	N/A	GoP	35,000.00	35,000.00	0	
	Supply and Delivery of Construction Materials for the Fabrication of Survey Monuments	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	350,000.00	350,000.00	0	
	Notarial Services	LTID	NO	holarly, Artistic Work, Exclusive Technolog	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	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00	0	
	Purchase and Delivery of Documentary Stamps	LTID	NO	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	NO	NP-53.10 Lease of Real Property and Venu	N/A	N/A	N/A	N/A	GoP	668,500.00	668,500.00	0	
	Supply and Delivery of Catering Services for Installation Activities	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	84,000.00	84,000.00	0	
	Supply and Delivery of Catering Services for CLOA Distribution activities	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	375,000.00	375,000.00	0	
	Lease of Venue with Catering Services for various DARPO LAD, Non-LAD and Survey Activities	LTID	NO	NP-53.10 Lease of Real Property and Venu	N/A	N/A	N/A	N/A	GoP	330,000.00	330,000.00	0	
	Lease of Venue with Catering Services for various STOD activities	LTID	NO	NP-53.10 Lease of Real Property and Venu	N/A	N/A	N/A	N/A	GoP	286,000.00	286,000.00	0	
	Lease of Venue with Catering Services for various DARAB activities	DARAB	NO	NP-53.10 Lease of Real Property and Venu	N/A	N/A	N/A	N/A	GoP	836,000.00	836,000.00	0	
	Lease of Venue with Catering Services for Legal Division activities	LEGAL	NO	NP-53.10 Lease of Real Property and Venu	N/A	N/A	N/A	N/A	GoP	416,000.00	416,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Social Infrastructure Building (SIB)	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	968,750.00	968,750.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Village Level Farms - Focus Enterprise Development (VLEED)	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	313,500.00	313,500.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Farm Business School (FBS)	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	265,400.00	265,400.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Product Development	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	59,400.00	59,400.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	152,500.00	152,500.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Microfinance	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	64,000.00	64,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under LINKSFARMM	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	419,000.00	419,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under PBD Lawyering	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under E-PAHP	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	114,000.00	114,000.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under CRFPS	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	72,200.00	72,200.00	0	
	Supply and Delivery of Catering Services for ARBDSP activities under Supervisory and Monitoring	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	304,000.00	304,000.00	0	

	Supply and Delivery of Catering Services for Women's Month Celebration	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	206,500.00	206,500.00		
	Lease of Venue with Catering Services for PARCCOM activities	PARCCOM	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	130,000.00	130,000.00		
TOTAL										26,269,702.32	26,269,702.32		

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:

Certified Funds Available / Certified Appropriate Funds Available:

Approved by:

ROEHL-LEE ROY A. MARMITA
PCAO

SHEILA LUCILLE M. SEMBRERO
Budget Officer

ATTY. DANIEL E. PEN
Head of Office/Agency

Date Prepared: _____