


Department of Agrarian Reform- Provincial Office of Sorsogon Indicative Annual Procurement Plan non-CSE 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	
	A. Office Supplies and Materials									0			
1	CSE for the DARPO-Sorsogon	ALL Sector	NO	NP-53.5 Agency-to-Agency	as the need arises	N/A	as the need arises	as the need arises	GoP	206,015.59	206015.59	N/A	
2	Office Supplies & materials Not-available at PS-DBM (1st semester)	ALL Sector	NO	Competitive Bidding	Feb-24	Mar-24	Apr-24	Apr-24	GoP	1,351,350.55	1,351,350.55	N/A	Provision and Delivery of various supplies and materials not available at PS-DBM (1st semester for CY 2024)
3	Office Supplies & materials Not-available at PS-DBM (2nd Semester)	ALL Sector	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	875305	875,305.00	N/A	Provision and Delivery of various supplies and materials not available at PS-DBM (2nd semester for CY 2024)
4	Subscription Expense	ALL Sector	NO	NP-53.5 Agency-to-Agency	as the need arises	N/A	as the need arises	as the need arises	GoP	100000	100,000.00	N/A	Subscription to Office 365
	Purchase of ICT Equipment	LTID	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP		200,000.00	N/A	
	B. General Services									0			
5	Security Services	GAS-STOD	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	1000000	1,000,000.00	N/A	Provision for 2024 Security Services composed of 4 Security Guards
6	Janitorial Services	GAS-STOD	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	500000	500,000.00	N/A	Provision for 2024 Janitorial Services (2 Janitors)
	C. Lease/Rentals									0			
7	Rent Expenses-Building & Structures	ALL Sector	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	1342000	1,342,000.00	N/A	Lease of Office Building for 12 DAR Municipal Offices and the PARAD Office
8	ICT Machinery and Equipment	GAS-STOD	NO	NP-53.9 - Small Value Procurement	Feb-Nov 2024	N/A	Feb-Nov 2023	Feb-Nov 2023	GoP	160000	160,000.00	N/A	Rentals of ICT Equipment
9	Rentals of Motor vehicles	PBDD	NO	NP-53.9 - Small Value Procurement	Feb-Nov 2024	N/A	Feb-Nov 2023	Feb-Nov 2023					
	D. Other Supplies and Materials Expense									0			
10	Provision of other supplies and materials for trainings	PBDD	YES	Competitive Bidding	Nov-23	Nov-23	Jan-24	Jan-24	GoP	824000	824,000.00	N/A	Training Supplies and Materials
11	Training Supplies/ Token	PBDD	NO	NP-53.9 - Small Value Procurement	Feb-Nov 2024	N/A	Feb-Nov 2024	Feb-Nov 2024	GoP	14000	14,000.00	N/A	
	E. Utilities									0			
12	Fuel, Oil and Lubricants Expenses	ALL Sector	NO	NP-53.14 Direct Retail Purchase ofPetroleum	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	876,000	876,000.00	N/A	
13	Water Expenses	GAS-STOD	NO	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	125000	125,000.00	N/A	
14	Electricity Expenses	ALL Sector	NO	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	1344000	1,344,000.00	N/A	
15	Postage and Deliveries	ALL Sector	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	50000	50,000.00	N/A	Purchase of postal stamps and deliveries/ mailing of documents to Phil. Postal corp.
16	Telephone Expenses-Mobile	ALL Sector	NO	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	426000	426,000.00	N/A	
17	Internet Subscription Expenses	GAS-STOD	NO	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	448000	448,000.00	N/A	
18	Cable Expenses	PARAD	NO	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	5000	5,000.00	N/A	
19	Legal Services (Notarization Fee)	ALL Sector	NO	Direct Contracting	N/A	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	90000	90,000.00	N/A	
	F. Repairs and Maintenance									0			
20	Repair and Maintenance of Office Equipment/IT Equipment/ Other PPE	ALL Sector	NO	NP-53.9 - Small Value Procurement	Jan-Dec 2024	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	325900	325,900.00	N/A	Repair and Maintenance of Office Equipments for CY 2024
21	Repair and Maintenance of Motor Vehicle	GAS-STOD	NO	NP-53.9 - Small Value Procurement	Jan-Dec 2024	N/A	Jan-Dec 2024	Jan-Dec 2024	GoP	375000	375,000.00	N/A	Repair and Maintenance of 4 units Motor Vehicle for CY 2024

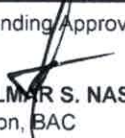
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22	G. Consulting Services									0			
23	Procurement of Consulting Services for Survey	LTID	YES	Competitive Bidding	Nov-23	Nov-23	Jan-24	Jan-24	GoP	1784000	1,784,000.00	N/A	Procurement of Consulting Services for Survey for new lands
	H. Trainings/ Seminars/ Conferences									0			
24	Meals and Accomodation during the Assessment	LTID	NO	NP-53.9 - Small Value Procurement	Feb-Dec 2024	N/A	Feb-Dec 2024	Feb-Dec 2024	GoP	336000	336,000.00	N/A	Provision of meals and accomodation during the assessment of the Sector with accommodation
25	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering) First Semester	ALL Sector	YES	Competitive Bidding	Nov-23	Nov-23	Jan-24	Jan-24	GoP	272000	272,000.00	N/A	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering) First Semester through Framework Agreement
26	Provision of meals during Trainings and Seminars conducted at the Municipality of Sorsogon (On-Site Catering) First Semester	PBDD	YES	Competitive Bidding	Nov-23	Nov-23	Jan-24	Jan-24	GoP	811100	811,100.00	N/A	Provision of meals during Meetings/ Conferences conducted at the Different Municipality of Sorsogon (On-Site Catering) First Semester through Framework Agreement
27	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering)Second Semester	ALL Sector	NO	Competitive Bidding	May-23	Jun-23	Jun-23	Jun-23	GoP	119000	119,000.00	N/A	Provision of meals during Meetings/ Conferences conducted at Conference Room (In-House catering) 2nd Semester through Framework Agreement
28	Provision of meals during Trainings and Seminars conducted at the Municipality of Sorsogon (On-Site Catering) Second Semester	PBDD	NO	Competitive Bidding	May-23	Jun-23	Jun-23	Jun-23	GoP	715400	715,400.00	N/A	Provision of meals during Meetings/ Conferences conducted at the Different Municipality of Sorsogon (On-Site Catering) 2nd Semester through Framework Agreement
29	Provision of meals and accomodation during the assessment	GAS-STOD	NO	NP-53.9 - Small Value Procurement	Sept.-Dec. 2024	N/A	Sept.-Dec. 2024	Sept.-Dec. 2024	GoP	80000	80,000.00	N/A	Provision of meals and accomodation during the assessment of the Sector with accommodation
30	Meals and Accomodation during the Assessment	PARAD/ LEGAL	NO	NP-53.9 - Small Value Procurement	Sept.-Dec. 2024	N/A	Sept.-Dec. 2024	Sept.-Dec. 2024	GoP	250000	250,000.00	N/A	Meals and Accomodation during the Assessment with Accommodation
31	Provision of meals and accomodation during the assessment with venue	PBDD	NO	NP-53.9 - Small Value Procurement	July-Dec. 2023	N/A	July-Dec. 2023	July-Dec. 2023	GoP	170000	170,000.00	N/A	Provision of meals and accomodation during the assessment with accommodation
	I. Subsidies									0			
32	Supply and Delivery of Farm Machinery and Equipments	PBDD	YES	Competitive Bidding	Nov-23	Nov-23	Jan-24	Jan-24	GoP	2700000	2,700,000.00	N/A	Supply and Delivery of Farm Machinery and Equipment under CRFPSP (SLS and MCBF)
33	Provision of Support Facilities and Equipment	PBDD	NO	NP-53.9 - Small Value Procurement	Feb-Dec 2024	N/A	Feb-Dec 2024	Feb-Dec 2024	GoP	824000	824,000.00	N/A	Support Facilities and Equipment under VLFED and EPaHP
	TOTAL									18,499,071.14	18,699,071.14		


Prepared by:


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