

**Department of Agrarian Reform Regional Office 02
Indicative FY 2024 Annual Procurement Plan Non-CSE**

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	
-	Conduct of regional level IT-Easy Feddbacking	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	April	April	GoP	50,000.00	50,000.00	-	-
-	Conduct of Regional Review and Planning Session	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	February, June, September, December	February, June, September, December	GoP	377,000.00	377,000.00	-	-
-	Conduct of RPBDD staff or emergency meetings	ARBDSP	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	16,000.00	16,000.00	-	-
-	Conduct of Quarterly LPMC Meeting	ARBDSP	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	March, September	March, September	GoP	20,000.00	20,000.00	-	-
-	DAR-DTI-DOST Partnership (Synchronization & orientation)	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	March	March	GoP	31,000.00	31,000.00	-	-
-	Strategizing Session on RSBSA Registration of ARBs/AIP	ARBDSP	NO	NP-53.9 - Small Value Procurement	Annually	N/A	February	February	GoP	10,000.00	10,000.00	-	-
-	Renewal of MOUs with Partner Agencies	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	February, March	February, March	GoP	5,000.00	5,000.00	-	-
-	LINKSFARM Project Assessment	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	May	May	GoP	75,000.00	75,000.00	-	-
-	Kumustahan Session / Project Assessment, Strategizing and Catch Up Planning on SLS Project	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	June	June	GoP	134,000.00	134,000.00	-	-
-	Joint DAR-LBP PPU Review of Claim Folders	LTID	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	N/A	Monthly	GoP	343,200.00	343,200.00	-	-
-	DAR-DENR/LMS Consultative Conference	LTID	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	January, August	January, August	GoP	64,000.00	64,000.00	-	-
-	DAR-LBP/FSSC Problem-Solving Workshop	LTID	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	February, May, August, November	February, May, August, November	GoP	108,000.00	108,000.00	-	-
-	RLBET Quarterly Deliberation	LTID	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	March, June, September, December	March, June, September, December	GoP	30,600.00	30,600.00	-	-
-	Joint DAR-LRA-RODs Semestral Conference	LTID	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	March, August	March August	GoP	124,200.00	124,200.00	-	-
-	Regional Performance Review and Planning Session	LTID	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	October	October	GoP	108,000.00	108,000.00	-	-
-	Joint DAR-NCIP-DENR-ROD Regional Meeting/Conference per JAO 1, s. 2012	LTID	NO	NP-53.9 - Small Value Procurement	Annually	N/A	May	May	GoP	60,000.00	60,000.00	-	-
-	LTSP Assessment & Catch-up Planning	LTID	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	June, December	June, December	GoP	104,400.00	104,400.00	-	-
-	LTID Semestral Assessment and Planning Session	LTID	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	May, November	May, November	GoP	132,000.00	132,000.00	-	-
-	Cascading of New LAD Issuances	LTID	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	March	March	GoP	55,600.00	55,600.00	-	-
-	Regional Quarterly Assessment Cum Strategic Planning and Conference/Discussion on the Latest Acs/MCs	ALSD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	September	September	GoP	101,600.00	101,600.00	-	-
-	Speedy Resolution of priority ALS 2023 Target	ALSD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	June	June	GoP	103,500.00	103,500.00	-	-
-	Conduct of In-house Workshop and Catch-up Planning	ALSD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	August	August	GoP	78,300.00	78,300.00	-	-
-	Regional Quarterly Assessment Cum Strategic Planning and Conference/Discussion on the Latest Acs/MCs (PALA)	ALSD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	April, September	April, September	GoP	355,000.00	355,000.00	-	-
-	Speedy resolution of priority ALS 2024 target	ALSD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	July, October	July, October	GoP	140,000.00	140,000.00	-	-
-	Conduct of In-house Workshop Catch-up Planning	ALSD	NO	NP-53.10 Lease of Real Property and Venue	Semestral	N/A	June, September	June, September	GoP	140,000.00	140,000.00	-	-
-	DARAB Region II First Quarter Assessment for CY 2024	DARAB	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	March	March	GoP	115,500.00	115,500.00	-	-
-	DARAB APEC RATING, IPCR/DPCR PLANINNG AND POLICY DIRECTIVES FOR CY 2024	DARAB	NO	NP-53.10 Lease of Real Property and Venue	Semestral	N/A	January, July	January, July	GoP	65,000.00	65,000.00	-	-

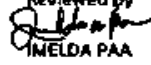
-	DARAB Region II Year End Assessment CY 2024	DARAB	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	December	December	GoP	115,500.00	115,500.00	-	-
-	Preparation and publication of popularized information and communication materials on CARP status for dissemination to the stakeholders	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	June	June	GoP	100,000.00	100,000.00	-	-
-	Public awareness and social marketing campaign (PRISM-based activities)	STOD	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	March, October	March, October	GoP	40,000.00	40,000.00	-	-
-	Skills Training on Advanced News Writing (RIO)	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	June	June	GoP	50,000.00	50,000.00	-	-
-	Preparation of Annual Reports/ Coffee Table Book(RIO)	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	February	February	GoP	50,000.00	50,000.00	-	-
-	Quarterly Meeting of RIO/PIOs	STOD	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	March, June, September, December	March, June, September, December	GoP	50,000.00	50,000.00	-	-
-	EXECOM Meeting	STOD	NO	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	March, June, September, December	March, June, September, December	GoP	70,000.00	70,000.00	-	-
-	Regional Formative Assessment (1st Sem)	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	July	July	GoP	185,000.00	185,000.00	-	-
-	Regional Formative Assessment (2ND Sem)	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	February	February	GoP	185,000.00	185,000.00	-	-
-	E-ENGAS & E-Budget Workshop	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	November	November	GoP	111,000.00	111,000.00	-	-
-	Finalization of Year-End Financial Reports & Closing of Books	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	January	January	GoP	92,500.00	92,500.00	-	-
-	National Orientation on Preparation of FY 2025 Budget Proposal	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	February	February	GoP	16,500.00	16,500.00	-	-
-	FY 2025 Indicative Plan & Budget Proposal Workshop	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	March	March	GoP	295,000.00	295,000.00	-	-
-	Finance Management & Admin Assessment (FMA)	STOD	NO	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	March, June, September, December	March, June, September, December	GoP	592,000.00	592,000.00	-	-
-	Regional Review Planning & Assessment Session (RRPAS)	STOD	NO	NP-53.10 Lease of Real Property and Venue	Quarterly	N/A	March, June, September, December	March, June, September, December	GoP	666,000.00	666,000.00	-	-
-	DAR-COA Exit /Entrance Conference	STOD	NO	NP-53.10 Lease of Real Property and Venue	Semestral	N/A	March, July	March, July	GoP	100,000.00	100,000.00	-	-
-	Conduct of Internal Quality Audit (Planning, /Opening/Closing Meeting/Writeshop/	STOD	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	February, August	February, August	GoP	90,000.00	90,000.00	-	-
-	Monthly Meeting with Internal Quality Auditors	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	12,960.00	12,960.00	-	-
-	Management Review	STOD	NO	NP-53.10 Lease of Real Property and Venue	Semestral	N/A	March, September	March, September	GoP	80,000.00	80,000.00	-	-
-	National Orientation on Budget Execution Document (BED)	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	October	October	GoP	16,500.00	16,500.00	-	-
-	Conduct of Regional Level BED Workshop	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	November	November	GoP	295,000.00	295,000.00	-	-
-	SALAMAT-PAALAM PROGRAM	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	25,000.00	25,000.00	-	-
-	Recruitment, Selection and Placement	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April, May, June, July August	April, May, June, July August	GoP	90,000.00	90,000.00	-	-
-	Quarterly meeting of DARRO Personnel	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	March, June, September, December	March, June, September, December	GoP	20,000.00	20,000.00	-	-
-	IPCR Calibration	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	February, August	February, August	GoP	14,000.00	14,000.00	-	-
-	PRAISE Committee Meeting	STOD	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	March, August	March, August	GoP	14,000.00	14,000.00	-	-
-	Participation in Women's Month Celebration/activities and programs organized by th DAR and/or interagencies	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	February	February	GoP	60,000.00	60,000.00	-	-
-	Conduct orientation/re-orientation on GAD and GAD related laws or policies	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	February	February	GoP	25,000.00	25,000.00	-	-
-	Conduct of assessment on GAD Plans and Programs	STOD	NO	NP-53.10 Lease of Real Property and Venue	Semestral	N/A	June, December	June, December	GoP	80,000.00	80,000.00	-	-
-	Conduct of anti-VAWC activities in observance of the 18-day campaign to end VAW	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	November	November	GoP	30,000.00	30,000.00	-	-

-	Conduct of stress management and spiritual upliftment, moral recovery program, values formation, restoration and recollection	STOD	NO	NP-53.9 - Small Value Procurement	Semestral	N/A	August, October	August, October	GoP	50,000.00	50,000.00	-	-
-	Conduct of community outreach programs	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	March	March	GoP	75,000.00	75,000.00	-	-
-	Conduct Basic Training on GAD	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	February	February	GoP	20,000.00	20,000.00	-	-
-	Conduct of enhancement seminar/orienation on Guidelines governing gender equality in the implementation of AR laws and mainstreaming GAD in DAR and cascading of AR laws, LTI related issuances, new norms and procedures	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	July	July	GoP	40,000.00	40,000.00	-	-
-	Participation in HGDG and GMEF among other related trainings and capacity building activities	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	February	February	GoP	25,000.00	25,000.00	-	-
-	Consultancy Services to Assist in the Conduct of Surveillance Audit	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	September	September	GoP	80,000.00	80,000.00	-	-
-	Certifying Body to Conduct Surveillance Audit	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	September	September	GoP	80,000.00	80,000.00	-	-
-	Conduct of Surveillance Audit	STOD	NO	NP-53.9 - Small Value Procurement	Annually	N/A	September	September	GoP	100,000.00	100,000.00	-	-
-	L and D On Boarding	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	January	January	GoP	240,500.00	240,500.00	-	-
-	Ethics Management / Professionalism in the Workplace	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	April	April	GoP	49,000.00	49,000.00	-	-
-	ISO-Effective Skills for Audit Report Writing	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	February	February	GoP	150,000.00	150,000.00	-	-
-	Personal Effectiveness Seminar: Self-Knowledge & Success in the Workplace	STOD	NO	NP-53.10 Lease of Real Property and Venue	Annually	N/A	May	May	GoP	57,400.00	57,400.00	-	-
-	Cascading of latest Policies /Issuances/Echoing of Seminars Attended	STOD	NO	NP-53.10 Lease of Real Property and Venue	Semestral	N/A	April, July	April, July	GoP	66,000.00	66,000.00	-	-
-	Attendance to Trainings/Seminars (other institutions)/Technical Competencies	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	February, May, September	February, May, September	GoP	100,000.00	100,000.00	-	-
-	Travelling Expenses	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	1,200,000.00	1,200,000.00	-	-
-	Fuel, Oil and Lubricants	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	650,000.00	650,000.00	-	-
-	Water(utilities)	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	160,000.00	160,000.00	-	-
-	Electricity(Utilities)	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	1,944,000.00	1,944,000.00	-	-
-	Janitorial Services	STOD	YES	Competitive Bidding	November	December	December	December	GoP	760,000.00	760,000.00	-	-
-	Security Services	STOD	YES	Competitive Bidding	November	December	December	December	GoP	2,250,000.00	2,250,000.00	-	-
-	Postage	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	322,000.00	322,000.00	-	-
-	Landline	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00	-	-
-	Internet	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	50,000.00	50,000.00	-	-
-	Cable, Satellite	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	15,000.00	15,000.00	-	-
-	Legal Fees	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	5,000.00	5,000.00	-	-
-	Auditing Services	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	250,000.00	250,000.00	-	-
-	Other Professional Fees	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Monthly	Monthly	GoP	650,000.00	650,000.00	-	-
-	Other General Services	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00	-	-
-	Taxes Duties & Licenses	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	25,000.00	25,000.00	-	-
-	Fidelity Bond	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	75,000.00	75,000.00	-	-
-	Insurance Expenses	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00	-	-
-	RM - Other Land Improvement	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	300,000.00	300,000.00	-	-
-	RM - Building	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	2,500,000.00	2,500,000.00	-	-
-	RM - Motor Vehicle	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	400,000.00	400,000.00	-	-
-	RM- Office Equipment	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00	-	-
-	RM- Office Equipment (ICT)	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	75,000.00	75,000.00	-	-
-	RM - Semi Expendable Furniture & Fixture	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	55,000.00	55,000.00	-	-
-	Rent- Motor Vehicles	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00	-	-
-	Transportation Expenses	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00	-	-
-	Printing and Publication	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00	-	-
-	Advertising Expenses	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	75,000.00	75,000.00	-	-

-	ICT Software Subscription Expenses	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00	-	-
-	Other Subscription Expenses	STOD	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	40,000.00	40,000.00	-	-
TOTAL										20,451,760.00	20,451,760.00		

Prepared by:

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