

**Department of Agrarian Reform MiMaRoPa Regional 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	
<b>A.</b>	<b>Supplies and Materials Expenses</b>												
100000100001000	Common Use Supplies & Equipments (Available at PS)	STOD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	609,390.00	609,390.00		
100000100001000/200000100001000	Common Use Supplies & Equipments (Not Available at PS)	STOD	NO	NP-53.9 - Small Value Procurement	Feb-24	N/A	Feb-24	Feb-24	GoP	440,610.00	440,610.00		
330100100001000	Common Use Supplies & Equipments (Available at PS)	ARBOSP	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	50,000.00	50,000.00		
320100100001000/320100100003000	Common Use Supplies & Equipments (Available at PS)	ALS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	99,020.00	99,020.00		
320100100003000	Common Use Supplies & Equipments (Not Available at PS)	ALS	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	35,980.00	35,980.00		
320100100002000	Common Use Supplies & Equipments (Available at PS)	DARAB	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	36,920.00	36,920.00		
320100100002000	Common Use Supplies & Equipments (Not Available at PS)	DARAB	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	33,080.00	33,080.00		
100000100001000	Procurement of Gasoline, Oil and Lubricants	STOD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	monthly	monthly	GoP	950,000.00	950,000.00		
100000100001000	Procurement of Flu vaccines	STOD	NO	NP-53.9 - Small Value Procurement	Apr-24	N/A	Apr-24	Apr-24	GoP	70,000.00	70,000.00		
100000100001000	Procurement of medicines and medical supplies	STOD	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	20,000.00	20,000.00		
<b>B.</b>	<b>Utilities</b>												
100000100001000	Electric Expenses	STOD	NO	Direct Contracting	N/A	N/A	monthly	monthly	GoP	1,000,000.00	1,000,000.00		
100000100001000	Procurement of Purified Drinking Water	STOD	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	150,000.00	150,000.00		
<b>C.</b>	<b>Communication Expenses</b>												
100000100001000	Postage	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	100,000.00	100,000.00		
100000100001000	Procurement of Cellcard (for Office phone)	STOD	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	60,000.00	60,000.00		
200000100001000	Procurement of Cellcard for the conduct of ITEM/IT-EASY	STOD	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	40,000.00	40,000.00		
100000100001000	Internet	STOD	NO	Direct Contracting	N/A	N/A	monthly	monthly	GoP	900,000.00	900,000.00		
<b>D.</b>	<b>General Services</b>												
100000100001000	Provision of Security Manpower Services	STOD	YES	Competitive Bidding	Oct-23	Oct-23	Jan-24	Jan-24	GoP	2,909,000.00	2,909,000.00		
<b>E.</b>	<b>Repair and Maintenance Expenses</b>												
100000100001000	Repair of Motor Vehicle	STOD	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	200,000.00		
100000100001000	Repair of Office Equipment	STOD	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	130,000.00	130,000.00		
100000100001000	Repair of ICT Equipment	STOD	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	50,000.00	50,000.00		
100000100001000	Repairs and Maintenance - Buildings	STOD	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	200,000.00		
100000100001000	Repair of Semi Expendable Office Equipment	STOD	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	130,000.00	130,000.00		
100000100001000	Repair of Semi Expendable ICT Equipment	STOD	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	50,000.00	50,000.00		
<b>F.</b>	<b>Training Expenses</b>												
200000100001000	Lease of Venue - Regional Orientation and Preparation of FY 2025 Indicative Plan and Budget Proposal	STOD	YES	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-24	Feb-24	GoP	466,250.00	466,250.00		
200000100001000	Lease of Venue - Orientation/Workshop on the Preparation of 2025 Expanded BED 2	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Nov-24	Nov-24	GoP	466,750.00	466,750.00		
100000100001000	Lease of Venue - Regional Mid-year planning and assessment sessions	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-24	Jul-24	GoP	495,000.00	495,000.00		
100000100001000	Lease of Venue - 3rd Quarter conduct of regional planning and assessment sessions (performance review)	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-24	Oct-24	GoP	495,000.00	495,000.00		
100000100001000	Lease of Venue - Year-end conduct of regional planning and review session	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec-24	Dec-24	GoP	495,000.00	495,000.00		
100000100001000	Lease of Venue - Regional Support to Operations Catch-up Planning Workshop cum updating of new Guidelines	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-24	Jul-24	GoP	382,500.00	382,500.00		



100000100001000	Lease of Venue - STOD Year-end Assessment	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Nov-24	Nov-24	GoP	382,500.00	382,500.00		
100000100001000	Lease of Venue - 2nd Semester Assessment and Catch Up Planning in Engas and eBudget	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-24	Jul-24	GoP	350,000.00	350,000.00		
330100100001000	Lease of Venue for the Conduct of ARBDSP Year-End Assessment cum ARBOs Summit/Forum	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec-24	Dec-24	GoP	285,000.00	285,000.00		
330100100001000	Lease of Venue for the conduct Regional Coaching Session and Data Validation on M&E Systems cum Local Program Management Committee (LPMC) Meeting	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-24	May-24	GoP	137,500.00	137,500.00		
330100100001000	Procurement of Token for the ARBDSP Year-End Assessment cum ARBOs Summit	ARBDSP	NO	NP-53.9 - Small Value Procurement	Dec-24	N/A	Dec-24	Dec-24	GoP	100,000.00	100,000.00		
330100100001000	Procurement of Supplies for the ARBDSP Year-End Assessment cum ARBOs Summit	ARBDSP	NO	NP-53.9 - Small Value Procurement	Dec-24	N/A	Dec-24	Dec-24	GoP	22,500.00	22,500.00		
330100100001000	Procurement of Token for the Regional Coaching Session and Data Validation on M&E Systems cum Local Program Management Committee (LPMC) Meeting	ARBDSP	NO	NP-53.9 - Small Value Procurement	May-24	N/A	May-24	May-24	GoP	5,000.00	5,000.00		
330300100003000	Lease of Venue for DAR National Trade Fair	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-24	May-24	GoP	50,000.00	50,000.00		
330300100003000	Lease of Venue for Meetings with line agencies, stakeholders and ARBOs	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-24	Apr-24	GoP	100,000.00	100,000.00		
320100100001000	Lease of Venue for the Conduct of Training on Climate Resilient Farm Productivity Support	ARBDSP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-24	May-24	GoP	100,000.00	100,000.00		
320100100001000	Lease of Venue for the conduct of LCMS	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-24	Jul-24	GoP	140,000.00	140,000.00		
320100100001000	Conduct of Lawyers to Benepisyaryo and Agrarian Justice on Wheels	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-24	Jun-24	GoP	140,000.00	140,000.00		
320100100001000	Lease of Venue-Cascading	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-24	Apr-24	GoP	70,000.00	70,000.00		
320100100004000	Conduct of Lawyers to Benepisyaryo and Agrarian Justice on Wheels	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-24	Apr-24	GoP	174,000.00	174,000.00		
330100100001000	Conduct of Lawyers to Benepisyaryo and Agrarian Justice on Wheels	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Aug-24	Aug-24	GoP	150,000.00	150,000.00		
330100100001000	Conduct of Lawyers to Benepisyaryo and Agrarian Justice on Wheels	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec-24	Dec-24	GoP	150,000.00	150,000.00		
320100100001000	Lease of venue for the Conduct of DARAB Regional Assessment (2nd Qtr. 2024)	DARAB	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May-24	May-24	GoP	440,000.00	440,000.00		
G.	Representation Expenses												
200000100001000	Provision of Meals/Catering Services for Meetings/Trainings	STOD	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	127,000.00	127,000.00		
100000100001000	Provision of Meals/Catering Services for Meetings/Trainings	STOD	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	500,000.00	500,000.00		
330100100001000	Provision of Meals/Catering Services for Meetings/Trainings	ARBDSP	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	30,000.00	30,000.00		
320100100001000	Provision of Meals/Catering Services for Meetings/Trainings	ALS	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	30,000.00	30,000.00		
320100100003000	Provision of Meals/Catering Services for Meetings/Trainings	ALS	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	50,000.00	50,000.00		
320100100004000	Provision of Meals/Catering Services for Meetings/Trainings	ALS	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	80,000.00	80,000.00		
320100100002000	Provision of Meals/Catering Services for Meetings/Trainings	DARAB	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	40,000.00	40,000.00		
H.	Travelling Expenses												
200000100001000	Procurement of Airline Tickets	STOD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	100,000.00	100,000.00		
100000100001000	Procurement of Airline Tickets	STOD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	300,000.00	300,000.00		
310100100005000	Procurement of Airline Tickets	LTSP	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	105,000.00	105,000.00		
330100100001000	Procurement of Airline Tickets	ARBDSP	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	98,000.00	98,000.00		

330300100003000	Procurement of Airline Tickets	ARBDSP	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	55,000.00	55,000.00		
320100100001000	Procurement of Airline Tickets	ALS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	80,000.00	80,000.00		
320100100003000	Procurement of Airline Tickets	ALS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	210,000.00	210,000.00		
320100100004000	Procurement of Airline Tickets	ALS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	200,000.00	200,000.00		
320100100001000	Procurement of Airline Tickets	DARAB	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	as the need arises	as the need arises	GoP	256,000.00	256,000.00		
I.	<b>Subscription Expenses</b>												
100000100001000	ICT Software Subscription	STOD	NO	Direct Contracting	N/A	N/A	monthly	monthly	GoP	300,000.00	300,000.00		
J.	<b>Rent Expenses</b>												
100000100001000	Lease of 2 units Photocopier Machine	STOD	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	150,000.00	150,000.00		
K.	<b>Printing And Publication Expenses</b>												
100000100001000	Procurement of Tarpaulin	STOD	NO	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises		25,000.00	25,000.00		
									<b>TOTAL</b>	<b>16,597,000.00</b>			

Prepared and consolidated by:

  
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Date: Sept. 26, 2023

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