

DEPARTMENT OF AGRARIAN REFORM - LEYTE PROVINCIAL OFFICE 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/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Janitorial Manpower Services	STOD	YES	Competitive Bidding	OCTOBER	OCTOBER	NOVEMBER	DECEMBER	GoP	985,819.20	985,819.20	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	OCTOBER	OCTOBER	NOVEMBER	DECEMBER	GoP	2,427,297.57	2,427,297.57	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	N/A	N/A	N/A	N/A	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	NO	Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	3,200,000.00	3,200,000.00	0	Renewal, inclusive of DARPO, DARMO Kananga, Jaro, Dagami, Ormoc
	Rental of SPLIT Office Space	SPLIT	NO	Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP/LP	300,000.00	300,000.00	0	Rent for three (3) months
	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	N/A	N/A	GoP	913,594.15	913,594.15	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	Sec. 52.1 - Shopping	N/A	N/A	N/A	N/A	GoP	570,276.00	570,276.00	0	
	Common Use Supplies, Equipment and Materials available at Procurement Service	SPLIT	NO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	LP	653,472.80	653,472.80	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	SPLIT	NO	Sec. 52.1 - Shopping	N/A	N/A	N/A	N/A	LP	340,407.75	340,407.75	0	
	Gasoline and other POL Products	STOD, DARAB, LTID, LEGAL & PBDD	NO	Sec. 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	1,579,525.00	1,579,525.00	0	Supply of Gasoline and other POL Products for DARPO Leyte vehicles.
	Gasoline and other POL Products	SPLIT	NO	Sec. 53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) products and Airline Tickets	N/A	N/A	N/A	N/A	LP	1,565,092.69	1,565,092.69	0	
	Rental of Service Vehicles	SPLIT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP and LP	782,250.00	782,250.00	0	Loan Proceeds amount to 713,100; GOP amount to 69,150
	Supply and Delivery of Spare Parts, Repair and Maintenance of Service Vehicles	STOD, DARAB, LTID, LEGAL & PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	440,000.00	440,000.00	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	100,000.00	100,000.00	0	Repair, Cleaning and Maintenance of DARPO Leyte Airconditioners
Purchase and Delivery of Garments (T-Shirt and Athletic Uniforms) with Print	STOD, LTID, PBDD, DARAB, LEGAL	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	236,000.00	236,000.00	0	Intended for all sectors for the CARP Anniversary Celebration
Publication of Activities, Decisions and Notices under LTSP	LTID	NO	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	N/A	N/A	N/A	N/A	GoP	300,000.00	300,000.00	0	Intended for the publication of NLVA and Field Investigation activities
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	300,000.00	300,000.00	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	232,500.00	232,500.00	0	
Publication of Activities, Decisions and Notices under DARAB	DARAB	NO	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	N/A	N/A	N/A	N/A	GoP	672,000.00	672,000.00	0	Intended for the publication of Notices of Decision, Cancellation of CLOA and Notices of Hearing
Purchase and Delivery of Postal Stamps	STOD, DARAB, LEGAL	NO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00	0	Provision of postal stamps to DARAB, Legal and STOD.
Water Services	STOD, LTID, PBDD, DARAB, LEGAL	NO		N/A	N/A	N/A	N/A	GoP	288,000.00	288,000.00	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	N/A	GoP	1,521,000.00	1,521,000.00	0	To renew the services of the existing service provider in accordance with GPPB Resolution NO. 019 - 2006 dated December 26, 2006.
Internet Services	STOD, LTID, PBDD, DARAB, LEGAL	NO		N/A	N/A	N/A	N/A	GoP	132,000.00	132,000.00	0	To renew the services of the existing service provider in accordance with GPPB Resolution NO. 019 - 2006 dated December 26, 2006.
Landline Services	STOD	NO		N/A	N/A	N/A	N/A	GoP	90,000.00	90,000.00	0	
Internet Services	LEGAL	NO		N/A	N/A	N/A	N/A	LP	43,120.00	43,120.00	0	
Purchase and Delivery of Cellcards	SPLIT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP and LP	421,100.18	421,100.18	0	Loan Proceeds amount to 242,861; GOP amount to 153,039.18
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, DARAB	NO		N/A	N/A	N/A	N/A	GoP	10,450.00	10,450.00	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, PARCCOM	NO	Sec. 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	691,000.00	691,000.00	0	
Publication of DARPO Leyte Newsletter	STOD, LTID, PBDD, DARAB, LEGAL	NO	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	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	150,000.00	150,000.00	0	
Notarial Services for Field Notes Cover	LTID	NO	NP - Scientific, Scholarly or Artistic Work, Exclusive Technology and Media Services	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	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 3L Form V-37	SPLIT	NO	Agency to Agency Procurement; Direct Contracting	N/A	N/A	N/A	N/A	GoP and LP	99,389.45	99,389.45	0	Loan Proceeds amount to 39,504.45, GOP amount is 59,885
Printing and Delivery of Survey Returns, Narrative Technical Descriptions (NTDs), Sepia and Blueprint Copies of ASP, Lot Data Computation (LDC) and Technical Description in 3L Form V-37	LTID	NO	Agency to Agency Procurement; Direct Contracting	N/A	N/A	N/A	N/A	GoP	150,000.00	150,000.00	0	Renewal
Purchase and Delivery of Documentary Stamps	LTID	NO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	0	
Lease of Venue with Catering Services for MARPOs Planning Conferences	LTID	NO	Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	417,000.00	417,000.00	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	192,000.00	192,000.00	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	90,000.00	90,000.00	0	
Supply and Delivery with Catering Services for various LTSP Activities	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	227,000.00	227,000.00	0	
Lease of Venue with Catering Services for various DARAB activities under Supervision and Management	DARAB	NO	Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	880,000.00	880,000.00	0	
Lease of Venue with Catering Services for Legal Division activities	LEGAL	NO	Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	300,000.00	300,000.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under Social Infrastructure Building (SIB)	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	1,157,000.00	1,157,000.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under EDES - Village Level Farms - Focus Enterprise Development (VLFED)	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	144,000.00	144,000.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under Farm Business School (FBS)	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	246,300.00	246,300.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under EDES - Product Development	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	36,000.00	36,000.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under EDES - APCP and Credit Programs	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	181,500.00	181,500.00	0	

Supply and Delivery of Catering Services for ARBDSP activities under EDES - Microfinance	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	72,600.00	72,600.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under EDES - PBD Lawyering	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	58,080.00	58,080.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under PAHP	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	114,500.00	114,500.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under CRFPS	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	115,800.00	115,800.00	0	
Supply and Delivery of Catering Services for ARBDSP activities under Supervisory and Monitoring	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	478,500.00	478,500.00	0	
Provision of Farm Machineries, Equipment and Support Facilities for ARBDSP Activities	ARBDSP	NO	Competitive Bidding	N/A	N/A	N/A	N/A	GoP	3,500,000.00	3,500,000.00	0	
Provision of Farm Inputs for ARBDSP Activities	ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	686,250.00	686,250.00	0	
Lease of Venue and Supply and Delivery of Catering Services for STOD Conferences and Activities	STOD	NO	Lease of Real Property and Venues	N/A	N/A	N/A	N/A	GoP	587,080.00	587,080.00	0	
Supply and Delivery of Tokens and Plaques	STOD, LTSP, ARBDSP, DARAB, LEGAL	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00	0	
Supply and Delivery of Catering Services for GAD Activities	GAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	105,000.00	105,000.00	0	
Supply and Delivery of Garments (Polo Shirt with Print) for Women's Month Activity under GAD	GAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	160,000.00	160,000.00	0	
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	127,000.00	127,000.00	0	
Supply and Delivery of Catering Services for the conduct of MANCOM	STOD, LTSP, DARAB, LEGAL, ARBDSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	714,000.00	714,000.00	0	
Supply and Delivery of Catering Services for Various Project SPLIT Activities	SPLIT	NO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP and LP	2,844,953.00	2,844,953.00	0	Loan Proceeds amount to 2476590; GOP amount to 368,363
TOTAL									33,442,657.79	33,442,657.79		


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:

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 BAC HEAD SECRETARIAT

Certified Funds Available : Certified Appropriate Funds Available:

SHEILA LUCILLE M. SEMBRERO
 Budget Officer

Approved by:

ATTY. DANIEL E. PEN
 Head of Office/Agency

Date Prepared: 12/31/2023