

# DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE V Annual Procurement Plan for FY 2024 GAA

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	
MANDATORIES													
	Fuel, Oil and Lubricants Expenses	GASS	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	Jan-24	Jan-24	GoP	1,500,000.00	1,500,000.00		Including Vehicle Fuel (Fleet Card)
	Utilities (Water and Electricity)	GASS	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	2,950,000.00	2,950,000.00		
	Communication	GASS	NO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	1,100,000.00	1,100,000.00		Postage and Courier Services, Mobile, Landline, Internet Subscription Expense, Cable, Satellite, Telegraph and Radio Expense
	Janitorial Services (Jan-Dec 2024)	GASS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	900,000.00	900,000.00		Provision of Janitorial Services
	Security Services (Jan-Dec 2024)	GASS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	1,950,000.00	1,950,000.00		Provision of Security Services
	Hotel Accommodation (Jan-Dec 2024)	GASS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	504,000.00	504,000.00		Provision of accommodation for unexpected visitors and guests or short noticed arrival of visitors either from DARCO or DARPO
	Catering Services	GASS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	1,000,000.00	1,000,000.00		Provision of In-House Catering for official meetings, assessment, trainings, etc.
	Rents-Buildings and Structures	GASS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-24	Jan-24	GoP	1,700,000.00	1,700,000.00		Lease of Buildings, Motor Vehicle
	ICT Mchinery	GASS	NO	Competitive Bidding	As the need arises	As the need arises	As the need arises	As the need arises	GoP	150,000.00	150,000.00		Lease of ICT Machinery
SUPPORT TO OPERATIONS DIVISION													
	Common Supplies and Equipment	ADM	NO	NP-53.5 Agency-to-Agency	N/A	N/A	QUARTERLY	QUARTERLY	GoP	1,046,722.12	1,046,722.12		Available at PS-DBM
	Common Supplies and Equipment	ADM	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	QUARTERLY	QUARTERLY	GoP	653,290.00	653,290.00		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS-DBM
	Conduct/Preparation of Planning and Budgeting for FY2025	PLN	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-24	Feb-24	GoP	400,000.00	400,000.00		Lease of venue to include food and accommodation as may be necessary
	Conduct of Regional Orientation and Cascading on BED Preparation for FY2025	PLN	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-24	Oct-24	GoP	300,000.00	300,000.00		Lease of venue to include food and accommodation as may be necessary
	Procurement of MS Office Licenses	PLN	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Nov-24	Nov-24	GoP	150,000.00	150,000.00		Recommended to be undetaken through SVP if not available in the PS-DBM
	Photo Printing/Blow Up (Wallnews	INF	NO	NP-53.9 - Small Value Procurement	N/A	N/A	QUARTERLY	QUARTERLY	GoP	12,000.00	12,000.00		
	Procurement of DARUBAY 2024 Newsletter Publication	INF	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	QUARTERLY	QUARTERLY	GoP	128,000.00	128,000.00		
	Procurement of Annual Report Magazine	INF	NO	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Mar-24	Mar-24	GoP	103,000.00	103,000.00		
	RIO/PIOs Meeting for Annual Report Magazine and Planning Conference for 1st Semester	INF	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	72,000.00	72,000.00		




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					Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	RIO/PIOs Training Workshop on Photojournalism and Graphic Design	INF	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	120,000.00	120,000.00		
	RIO/PIOs Training Workshop on Newswriting and Planning Conference for 2nd Semester	INF	NO	NP-53.9 - Small Value Procurement	Jul-24	N/A	Jul-24	Jul-24	GoP	120,000.00	120,000.00		
	Repair and Maintenance of AC units and other Equipments	GSS	NO	NP-53.9 - Small Value Procurement	QUARTERLY	N/A	QUARTERLY	QUARTELY	GoP	100,000.00	100,000.00		
	Provision of Quality Workplace Signages, Safety Disaster Risks, PWD and Senior Citizens	GSS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Feb-24	Feb-24	GoP	10,000.00	10,000.00		
	Repair and Maintenance of Seven (7) units Motor Vehicles and One (1) unit Generator Set	GSS	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	770,300.00	770,300.00		
	Trainings on Disaster Preparedness Program	ADM	NO	NP-53.9 - Small Value Procurement	SEMESTRAL	N/A	SEMESTRAL	SEMESTRAL	GoP	200,000.00	200,000.00		
	DARRO V Sports Fest	ADM	NO	NP-53.9 - Small Value Procurement	Aug-24	N/A	Aug-24	Aug-24	GoP	300,000.00	300,000.00		
	Annual Medical Examination and Provision of Basic Health Emergencies and Health Protocols	ADM	NO	NP-53.9 - Small Value Procurement	SEMESTRAL	N/A	SEMESTRAL	SEMESTRAL	GoP	500,000.00	500,000.00		Includes purchase of Surgical Mask to SC and PWD, employees and clientele, alcohol and sanitizers
	Basic Occupational Safety and Health Training	ADM	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	100,000.00	100,000.00		
	Conduct of Continuous Learning Program for Employees in the Workplace	ADM	NO	NP-53.9 - Small Value Procurement	Mar-24	N/A	Mar-24	Mar-24	GoP	150,000.00	150,000.00		
	Conduct of Meetings/Monitoring to ensure that GAD activities are Implemented	GAD	YES	Competitive Bidding	QUARTERLY	QUARTERLY	QUARTERLY	QUARTERLY	GoP	100,000.00	100,000.00		Included to In-House Catering Services
	Dismantling of Structures of DAR Region V	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	350,000.00	350,000.00		
	Hauling of Office Equipment, Supplies, Tables, Chairs, Files	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	200,000.00	200,000.00		
	CCTV Installation including camera, DVR, monitor, labor and materials (New Building)	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	200,000.00	200,000.00		
	Installation and Fabrication of Office Workstation	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	600,000.00	600,000.00		Modular Office Cubicle including Office Furnitures and Fixtures
	P.A. System and Intercom Installation	ADM	NO	NP-53.9 - Small Value Procurement	Jan-24	N/A	Jan-24	Jan-24	GoP	150,000.00	150,000.00		
AGRARIAN LEGAL SERVICES													
	Common Supplies and Equipment	ALS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	SEMSTRAL	SEMESTRAL	GoP	268,994.00	268,994.00		Available at PS-DBM
	Common Supplies and Equipment	ALS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	6,706.00	6,706.00		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS-DBM
	Procurement of One (1) Year Subscription Electronic Research Material (Jurisprudence)	ALS	NO	NP-53.9 - Small Value Procurement	Jun-24	N/A	Jun-24	Jun-24	GoP	50,000.00	50,000.00		Online Subscription of Jurisprudence



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					Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Trainings/Conferences/ Assessment	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	QUARTERLY	QUARTERLY	GoP	1,452,000.00	1,452,000.00		Recommended to be undertaken through Lease of Venue, SVP or included in the In-House Catering
OFFICE OF THE REGIONAL DIRECTOR													
	Common Supplies and Equipment	ORD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	QUARTERLY	QUARTERLY	GoP	170,348.00	170,348.00		Available at PS-DBM
	Common Supplies and Equipment	ORD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	125,978.00	125,978.00		Recommended to be undertaken through SVP, Shopping or Direct Contracting if not available at PS-DBM
	ICT Equipment	ORD	NO	Competitive Bidding	As the need arises	As the need arises	As the need arises	As the need arises	GoP	150,000.00	150,000.00		Lease of IT Equipments
LAND TENURE SECURITY PROGRAM													
	Conduct of SR review, Monthly Meeting, Quarterly Reports Reconciliation Meeting with DARPOs and Regular Quarterly Meeting of RTF on Problematic & Deductible Landholdings	LTSP	YES	Competitive Bidding	Oct-23	Nov-23	Jan-24	Jan-24	GoP	418,200.00	418,200.00		Included in the In-House Catering Services
	Conduct of Target Synchronization with DENR-TS & LBP	LTSP	NO	NP-53.9 - Small Value Procurement	Feb-24	N/A	Feb-24	Feb-24	GoP	95,000.00	95,000.00		To include Food and Venue
	Briefing on LAD Related Guidelines/Thrust and Directives	LTSP	NO	NP-53.9 - Small Value Procurement	May-24	N/A	May-24	May-24	GoP	480,000.00	480,000.00		To include Food, Venue and Accommodation
	Consultation Meetings with Line Agencies (LBP, DENR & LRA/ROD)	LTSP	NO	NP-53.9 - Small Value Procurement	SEMESTRAL	N/A	SEMESTRAL	SEMESTRAL	GoP	190,000.00	190,000.00		To include Food and Venue
	LTSP Quarterly Assessment	LTSP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	QUARTERLY	QUARTERLY	GoP	960,000.00	960,000.00		To include Food, Venue and Accommodation
	LTSP Mid-Year & Year-End Assessment	LTSP	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	SEMESTRAL	SEMESTRAL	GoP	537,600.00	537,600.00		To include Food, Venue and Accommodation
	Common Supplies and Equipment	LTSP	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As the need arises	As the need arises	GoP	1,001,130.88	1,001,130.88		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS-DBM
AGRARIAN REFORM BENEFICIARIES DEVELOPMENT SUPPORT PROGRAM													
	Common Supplies and Equipment	RPBDD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As the need arises	As the need arises	GoP	144,255.64	144,255.64		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS-DBM
	DAR DTI-DOST Regional Synchronized Assessment and Planning Workshop	RPBDD	NO	NP-53.9 - Small Value Procurement	May-24	N/A	May-24	May-24	GoP	100,000.00	100,000.00		To include Food and Venue
	Conduct of Agri Trade Fair & Marketing Forum	RPBDD	YES	Competitive Bidding	QUARTERLY	QUARTERLY	QUARTERLY	QUARTERLY	GoP	95,000.00	95,000.00		Food included in the In-House Catering
	Conduct of orientation/meetings/strategizing sessions/cascading, coaching & mentoring along different ARBDSP programs, projects & other activities	RPBDD	YES	Competitive Bidding	MONTHLY	MONTHLY	MONTHLY	MONTHLY	GoP	182,179.00	182,179.00		Food included in the In-House Catering


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	PBDD Team meetings for Direction Setting	RPBDD	YES	Competitive Bidding	MONTHLY	MONTHLY	MONTHLY	MONTHLY	GoP	30,000.00	30,000.00		Food included in the In-House Catering
	ARBOSP Assessment Review & Planning Session	RPBDD	NO	NP-53.9 - Small Value Procurement	SEMESTRAL	N/A	SEMSTRAL	SEMESTRAL	GoP	560,000.00	560,000.00		To include Food, Venue and Accommodation
DARAB													
	Trainings / Conferences / Assessment	ADJ	NO	NP-53.9 - Small Value Procurement	Jun-24	N/A	Jun-24	Jun-24	GoP	190,141.00	190,141.00		
	Common Supplies and Equipment	ADJ	NO	NP-53.5 Agency-to-Agency	N/A	N/A	As the need arises	As the need arises	GoP	59,258.18	59,258.18		Recommended to be undertaken through SVP, Lease of IT Equipments, Shopping or Direct Contracting if not available at PS- DBM
											₱ 25,856,102.82		

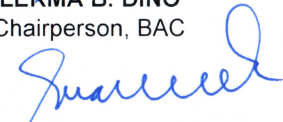
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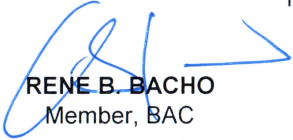
  
**MARIBETH J. PELAEZ**  
BAC Secretariat

  
**SUSIE M. MOLINA**  
BAC Secretariat, Head

Recommended for Approval by:

  
**LERMA B. DINO**  
Chairperson, BAC

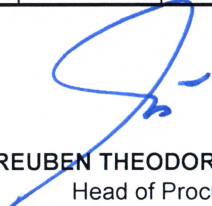
  
**HIPOLITA A. ALTAVANO**  
Member, BAC

  
**RENE B. BACHO**  
Member, BAC

  
**FLORENTINA R. ESCOLANO**  
Vice-Chairperson, BAC

  
**ATTY. RYAN V. IMPERIO**  
Member, BAC

Approved by:

  
**REUBEN THEODORE C. SINDAC, CESO VI**  
Head of Procuring Entity