

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRARIAN REFORM OFFICE
L.M. Tañada Bldg. Gumaca, Quezon
Tel Nos: (042) 3176302/ 317-6971/ 3736442

INDICATIVE ANNUAL PROCUREMENT PLAN for FY 2025


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	
5020309000	Fuel. Oil and Lubricants	STO/ GMS	YES	Competitive Bidding	11/07/2024	11/27/2024	11/30/2024	12/01/2024	GoP	1,200,000.00	1,200,000.00		Provision of fuel, oil and Lubricants to 7 motorvehicles including motorcycles
5020401000	Water Expenses	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/01/2025	01/01/2025	GoP	50,000.00	50,000.00		Provision of water by the available water districts/providers in the municipalities and Gumaca Water District
5020402000	Electricity	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/01/2025	01/01/2025	GoP	1,200,000.00	1,200,000.00		Provision of electricity by QUEZELCO
5020501000	Postage & Couriers Services	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/01/2025	01/01/2025	GoP	75,000.00	75,000.00		Provision of stamps
5020502001	Mobile	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/01/2025	01/01/2025	GoP	576,000.00	576,000.00		Provision of communication facilities for mobile phones
5020502002	Landline	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/01/2025	01/01/2025	GoP	75,000.00	75,000.00		Provision of communication facilities landline (GTS)
5020502002	Internet Subscription	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/01/2025	01/01/2025	GoP	353,000.00	353,000.00		Provision of internet
5020504000	Cable, Satellites, Telegraphs & Radio	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/01/2025	01/01/2025	GoP	21,000.00	21,000.00		Provision of cable, satellites
5020601002	Rewards and Recognition	STO/ GMS	NO	NP-53.9 - Small Value Procurement	05/15/2025	N/A	05/20/2025	05/23/2025	GoP	225,000.00	225,000.00		Provision of token/plaques
5021202000	Janitorial Services	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/02/2025	01/02/2025	GoP	420,000.00	420,000.00		Contracting of utilities/ janitors
5021203000	Security Services	STO/ GMS	YES	Competitive Bidding	11/07/2024	11/27/2024	11/30/2024	12/01/2024	GoP	1,360,000.00	1,360,000.00		Contracting of agency-hired security guards
5020299099	Other Services	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/02/2025	01/02/2025	GoP	1,326,000.00	1,326,000.00		Contracting of drivers and other JO/COS

5021305002	Office Equipment	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/15/2025	1/18/2025	GoP	50,000.00	50,000.00		Repair and maintenance of office equipment
5021305003	Information and Communication Technology Equipment	STO/ GMS	NO	Direct Contracting	N/A	N/A	01/15/2025	1/18/2025	GoP	75,000.00	75,000.00		Repair and maintenance of ICT Equipment
5020306001	Motor Vehicles	STO/ GMS	NO	NP-53.9 - Small Value Procurement	12/07/2024	12/27/2024	12/30/2024	12/31/2024	GoP	1,300,000.00	1,300,000.00		Repair and Maintenance of all service vehicles of QII
5020307000	Furniture and Fixtures	STO/ GMS	NO	Shopping	within 2025	N/A	within 2025	within 2025	GoP	50,000.00	50,000.00		
5029905001	Rent Bldgs and Structures	STO/ GMS	YES	Direct Contracting	N/A	N/A	within 2025	within 2025	GoP	1,300,000.00	1,300,000.00		Office space for the DAR offices
5021501001	Taxes and Duties	STO/ GMS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	1/15/2025	1/24/2025	GoP	50,000.00	50,000.00		
5021502000	Fidelity Bond	STO/ GMS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	1/15/2025	1/24/2025	GoP	50,000.00	50,000.00		
5021503000	Insurance	STO/ GMS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	1/15/2025	1/24/2025	GoP	50,000.00	50,000.00		
5030301001	ICT Office Supplies	STO/ GMS	NO	Shopping	within 2025	N/A	within 2025	within 2025	GoP	130,000.00	130,000.00		
5020301002	Office Supplies	STO/ GMS	NO	Shopping	within 2025	N/A	within 2025	within 2025	GoP	130,000.00	130,000.00		
50202010-02	Training Expenses for Claim Folder Preparation	LTID	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	720,000.00	720,000.00		
50202010-02	Training Expenses for LADIS	LTID	NO	NP-53.9 - Small Value Procurement	4th QUARTER 2025	N/A	4th QUARTER 2025	4th QUARTER 2025	GoP	85,000.00	85,000.00		
5030301001	ICT OFFICE SUPPLIES EXPENSES for Claim Folder Preparation	LTID	NO	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	150,000.00	150,000.00		
5020301002	OFFICE SUPPLIES EXPENSES for Claim Folder Preparation	LTID	NO	Shopping	2nd/3rd Quarter	N/A	2nd/3rd Quarter	2nd/3rd Quarter	GoP	200,000.00	200,000.00		
5020301002	OFFICE SUPPLIES EXPENSES for DNYD/DNYP	LTID	NO	Shopping	1st/3rd Quarter	N/A	1st/3rd Quarter	1st/3rd Quarter	GoP	16,000.00	16,000.00		
5020301002	OFFICE SUPPLIES EXPENSES for LADIS	LTID	NO	Shopping	2nd/3rd Quarter	N/A	2nd/3rd Quarter	2nd/3rd Quarter	GoP	23,000.00	23,000.00		
5020301002	OFFICE SUPPLIES EXPENSES for Installation of Uninstalled ARBs	LTID	NO	Shopping	2nd/3rd/4th Quarter	N/A	2nd/3rd/4th Quarter	2nd/3rd/4th Quarter	GoP	18,000.00	18,000.00		
5020399000	OTHER SUPPLIES & MATERIAL EXPENSES for Claim Folder	LTID	NO	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	150,000.00	150,000.00		
5020502001	TELEPHONE EXPENSES-MOBILE for Claim Folder Preparation	LTID	NO	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	102,000.00	102,000.00		
50207010-02	SURVEY EXPENSES	LTID	NO	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	GoP	2,712,000.00	2,712,000.00		
5021101000	LEGAL SERVICES for Claim Folder Preparation	LTID	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	70,000.00	70,000.00		
5021101000	LEGAL SERVICES for Leasehold	LTID	NO	NP-53.9 - Small Value Procurement	2nd/3rd Quarter	N/A	2nd/3rd Quarter	2nd/3rd Quarter	GoP	30,000.00	30,000.00		
5020299099	OTHER GENERAL SERVICES for Claim Folder Preparation	LTID	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	598,000.00	598,000.00		
5029902000	PRINTING & PUBLICATION EXPENSES for Claim Folder Preparation	LTID	NO	NP-53.9 - Small Value Procurement	2nd/3rd Quarter	N/A	2nd/3rd Quarter	2nd/3rd Quarter	GoP	105,000.00	105,000.00		

5029903000	REPRESENTATION EXPENSES for Claim Folder Preparation	LTID	NO	Shopping	Monthly	N/A	Monthly	Monthly	GoP	149,000.00	149,000.00		
5029903000	REPRESENTATION EXPENSES for LADIS	LTID	NO	Shopping	2nd/3rd/4th Quarter	N/A	2nd/3rd/4th Quarter	2nd/3rd/4th Quarter	GoP	30,000.00	30,000.00		
5029904000	TRANSPORTATION & DELIVERY EXPENSES for Claim Folder Preparation	LTID	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	150,000.00	150,000.00		
50202010-02	Training & Scholarship for Resolution of ALI Cases	ALS/LEGAL	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	130,000.00	130,000.00		
50202010-02	Training & Scholarship for Provision of Agrarian Legal Assistance	ALS/LEGAL	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	25,000.00	25,000.00		
50203010-02	Supplies and Materials	ALS/LEGAL	NO	Shopping	Monthly	N/A	Monthly	Monthly	GoP	246,000.00	246,000.00		
5020299099	Other Services	ALS/LEGAL	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	246,000.00	246,000.00		
5020301002	Office Supplies Expenses for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Case Resolution	PARAD	NO	Shopping	1st/2nd/3rd Quarter	N/A	1st/2nd/3rd Quarter	1st/2nd/3rd Quarter	GoP	49,000.00	49,000.00		
5030301001	ICT Office Supplies for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Case Resolution	PARAD	NO	Shopping	1st/2nd/3rd Quarter	N/A	1st/2nd/3rd Quarter	1st/2nd/3rd Quarter	GoP	81,000.00	81,000.00		
5020502001	Telephone Expenses-Mobile for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Case Resolution	PARAD	NO	Shopping	Monthly	N/A	Monthly	Monthly	GoP	66,000.00	66,000.00		
5020299099	Other General Services for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Case Resolution	PARAD	NO	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	118,000.00	118,000.00		
5029903000	Representation Expenses for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Case Resolution	PARAD	NO	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	13,000.00	13,000.00		
50202010-02	Trainings Expenses for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Mediation	PARAD	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	52,000.00	52,000.00		
5020301002	Office Supplies Expenses for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Execution/Implementation	PARAD	NO	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	36,000.00	36,000.00		
5030301001	ICT Office Supplies for AGRARIAN JUSTICE DELIVERY PROGRAM, (AARC) for Execution/Implementation	PARAD	NO	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	19,000.00	19,000.00		
50202010-02	TRAINING & SCHOLARSHIP for SUPERVISION AND MANAGEMENT	ARBDS	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	277,000.00	277,000.00		
50202010-02	TRAINING & SCHOLARSHIP for SOCIAL INFRASTRUCTURE BUILDING (SIB)	ARBDS	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	825,000.00	825,000.00		

50202010-02	TRAINING & SCHOLARSHIP for ENTERPRISE DEV'T. & ECONOMIC SUPPORT (EDES)	ARBDSP	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	794,000.00	794,000.00		
50202010-02	TRAINING & SCHOLARSHIP for CLIMATE RESILIENT FARM PRODUCTIVITY SUPPORT	ARBDSP	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	600,000.00	600,000.00		
5020301002	OFFICE SUPPLIES AND MATERIALS for SUPERVISION AND MANAGEMENT	ARBDSP	NO	Shopping	Monthly	N/A	Monthly	Monthly	GoP	140,000.00	140,000.00		
5020301002	OFFICE SUPPLIES AND MATERIALS for SOCIAL INFRASTRUCTURE BUILDING (SIB)	ARBDSP	NO	Shopping	Monthly	N/A	Monthly	Monthly	GoP	101,000.00	101,000.00		
5020301002	OFFICE SUPPLIES AND MATERIALS for ENTERPRISE DEV'T. & ECONOMIC SUPPORT (EDES)	ARBDSP	NO	Shopping	Monthly	N/A	Monthly	Monthly	GoP	102,000.00	102,000.00		
5020301002	OFFICE SUPPLIES AND MATERIALS for CLIMATE RESILIENT FARM PRODUCTIVITY SUPPORT	ARBDSP	NO	Shopping	Monthly	N/A	Monthly	Monthly	GoP	214,000.00	214,000.00		
5021101000	Legal Services for SUPERVISION AND MANAGEMENT	ARBDSP	NO	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	10,000.00	10,000.00		
5020502001	TELEPHONE EXPENSES - MOBILE	ARBDSP	NO	NP-53.9 - Small Value Procurement	Monthly	N/A	Monthly	Monthly	GoP	84,000.00	84,000.00		
5020306001	RM - MOTOR VEHICLES	ARBDSP	NO	Direct Contracting	Monthly	N/A	Monthly	Monthly	GoP	40,000.00	40,000.00		
5021499000	SUBSIDIES	ARBDSP	NO	NP-53.9 - Small Value Procurement	2nd/3rd/4th Quarter	N/A	2nd/3rd/4th Quarter	2nd/3rd/4th Quarter	GoP	4,552,000.00	4,552,000.00		

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