

Department of Agrarian Reform Provincial Office-Palawan 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/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
A.1.a.1	GENERAL MANAGEMENT & SUPERVISION												
	Fuel, 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	GoP	401000	401,000.00		POL products to be used in the day to day activities of DARPO-Palawan staff/employees.
	Utilities												
	Electric Supply	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	800000	800,000.00		Electric consumption
	Water Supply	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	275000	275,000.00		Water consumption
	Communication												
	Postage and Deliveries	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	140000	140,000.00		Courier and postage
	Telephone Expenses- Mobile	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	650000	650,000.00		Mobile usage
	Internet Expenses	STOD	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	350000	350,000.00		Internet usage
	Professional Services												
	Security Services	STOD	NO	NP-53.9 - Small Value Procurement	January	N/A	January	January	GoP	575000	575,000.00		Security services at DARPO
	Rent - Building	STOD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	Multi Year Contract	GoP	2900000	2,900,000.00		Rent of DARPO, DARMOs
	Repairs and Maintenance												
	ICT Equipment	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	200000	200,000.00		Maintenance of ICT equipment
	Office Equipment	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	100000	100,000.00		Maintenance of Office equipment
	Motor Vehicle	STOD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	340000	340,000.00		Maintenance of DAR motor vehicles
0.0.1	LAND TENURE SECURITY PROGRAM												
1	Land Acquisition and Distribution												
	Representation Expenses									416000	416,000.00		
	Conduct of Review & Planning Session	LTID	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Semestral	Semestral	GoP	200000	200,000.00		Lease of venue with meals for participants
	Catering services during conduct of regular meeting.	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	150000	150,000.00		Catering services for participants
	Catering services during conduct of GAD activities	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	March	March	GoP	66000	66,000.00		Catering services for the conduct of activity
	Fuel, Oil and Lubricants	LTID	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	180,000.00	180,000.00		Pol products for use during conduct of official business
	Repairs and Maintenance												
	ICT Equipment	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	18000	18,000.00		Maintenance of ICT equipment
	Office Equipment	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	16000	16,000.00		Maintenance of Office equipment
	Motor Vehicle	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	70000	70,000.00		Maintenance of DAR motor vehicles
	Printing & Publication Expenses	LTID	NO	Direct Contracting	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	24000	24,000.00		Printing services for reproduction of official documents
2	Post Land Acquisition and Distribution												
	Representation Expenses												
	Catering services during conduct of GAD activities	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	March	March	GoP	4000	4,000.00		Catering services for the conduct of activity
	Catering services during conduct of regular meeting.	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	18000	18,000.00		Catering services for participants
	Printing & Publication Expenses	LTID	NO	Direct Contracting	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	4000	4,000.00		Printing services for reproduction of official documents
3	Land Survey												
	Survey Expenses	LTID	YES	Competitive Bidding	October	November	January, 2025	January, 2025	GoP	9800000	9,600,000.00		under CARP coverage

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					Advertisement/ Posting of IB/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
0.0.2	AGRARIAN JUSTICE DELIVERY PROGRAM												
1	Agrarian Justice Delivery												
	Representation Expenses												
	Conduct of regular meetings with PARO and Legal staff	DARAB	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	10,000.00	10,000.00		Meals & Snacks during conduct of activity
	Conduct of RPS	DARAB	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Semestral	Semestral	GoP	18,000.00	18,000.00		Catering services for the conduct of activity
	Fuel, Oil and Lubricants	DARAB	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP	67,000.00	67,000.00		Pol products for use during conduct of official business	
	Postage and Deliveries	DARAB	NO	Direct Contracting					GoP	44,000.00	44,000.00		Courier
	Communication Expenses												
	Telephone Expenses- Mobile	DARAB	NO	Direct Contracting					GoP	60,000.00	60,000.00		Communication expenses of DARAB staff
	Repairs and Maintenance												
	ICT Equipment	DARAB	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	48,000.00	48,000.00		Maintenance of ICT equipment
	Office Equipment	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	41,000.00	41,000.00		Maintenance of Office equipment
	Motor Vehicle	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	28,000.00	28,000.00		Maintenance of DAR motor vehicles
	Printing & Publication Expenses	DARAB	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	8,000.00	8,000.00		Printing services for reproduction of official documents
2	Agrarian Law Implementation												
	Training Expenses												
	Levelling-off with the MAROs/ DARPO personnel, LTID/ DARAB, on recent policy issuances/rules	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Quarterly	Quarterly	GoP	59000	59,000.00		Catering services during conduct of activity
	Representation Expenses												
	Conduct of regular meetings with PARO and Legal staff	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	12000	12,000.00		Meals & Snacks during conduct of activity
	Fuel, Oil and Lubricants	Legal	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP	48,000.00	48,000.00		Pol products for use during conduct of official business	
3	Agrarian Legal Assistance												
	Training Expenses												
	Conduct of RPS	Legal	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Semestral	Semestral	GoP	36000	36,000.00		Venue with meals for participants during conduct of activity
	Catering services during conduct of GAD activities	LTID	NO	NP-53.9 - Small Value Procurement	N/A	N/A	March	March	GoP	79000	79,000.00		Catering services for the conduct of activity
	Repairs and Maintenance												
	ICT Equipment	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	24000	24,000.00		Maintenance of ICT equipment
	Office Equipment	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	7000	7,000.00		Maintenance of Office equipment
	Motor Vehicle	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	43000	43,000.00		Maintenance of DAR motor vehicles
	Representation Expenses												
	Conduct of regular meetings with PARO and Legal staff	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	45000	45,000.00		Meals & Snacks during conduct of activity
	Fuel, Oil and Lubricants	Legal	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets				GoP	7,000.00	7,000.00		Pol products for use during conduct of official business	
	Printing & Publication Expenses	Legal	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	15000	15,000.00		Printing services for reproduction of official documents

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0.0.3	Agrarian Reform Beneficiaries Dev't. & Sustainability Program												
1	Supervision and Management for effective delivery of support services												
	Representation Expenses												
	Conduct of ITEMA	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	July-November	July-November	GoP	48,000.00	48,000.00		Snacks during conduct of ITEMA
	Communication Expenses												
	Mobile	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	4,000.00	4,000.00		Mobile usage of project point persons
	Training Expenses												
	Conduct of RPS	PBDD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Semestral	Semestral	GoP	40,000.00	40,000.00		Venue with meals for participants during conduct of activity
	Conduct of ARBO Summit	PBDD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	October	October	GoP	50,000.00	50,000.00		Venue with meals for participants during conduct of activity
	Formation of New ARBOs	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan & Feb.	Jan & Feb	GoP	10,000.00	10,000.00		Catering services during conduct of activity
2	Social Infrastructure Building (SIB)												
	Training Expenses												
	Trainings on Organizational Strengthening	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	February-Sept.	February-Sept.	GoP	224,000.00	224,000.00		Catering services for participants
	Representation Expenses												
	Meetings with ARBOs	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan & July	Jan. & July	GoP	15,000.00	15,000.00		Catering services for participants
	Meeting with BARC	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April & June	April & June	GoP	40,000.00	40,000.00		Catering services for participants
	Fuel, Oil and Lubricants												
	Fuel, Oil and Lubricants	PBDD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets					GoP	20,000.00	20,000.00		Pol products for use during conduct of official business
3	Enterprise Development, Economic and Physical Infrastructure Support (EDEPIS)												
	Training Expenses												
	Training on Product Development	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	May & July	May & July	GoP	15000	15,000.00		Catering services for participants
	ARBO Orientation, Consultation and Product Suppl/ enterprise Assessment	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	February	February	GoP	5000	5,000.00		Catering services for participants
	Food Safety & Sanitation Std Operating Process	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April	April	GoP	15000	15,000.00		Catering services for participants
	Product Enhancement	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	May	May	GoP	85000	85,000.00		Catering services for participants
	Business Planning	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	June	June	GoP	12000	12,000.00		Catering services for participants
	Other Trainings Cap Devt. Trainings	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	August	August	GoP	10000	10,000.00		Catering services for participants
	Training on PBD Lawyering	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Mar. - July	Mar. - July	GoP	50000	50,000.00		Catering services for participants
	Trainings on Farm Business School	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Feb. - July	Feb. - July	GoP	12500	12,500.00		Catering services for participants
	Trainings, re: EPAHP	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April & June	April & June	GoP	30000	30,000.00		Catering services for participants
	Contract Negotiations	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	May	May	GoP	75000	75,000.00		Catering services for participants
	Trainings on Simple Bookkeeping & Basic Accounting	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	February	February	GoP	75000	75,000.00		Catering services for participants
	Development of ARBOs to Become MF Provider	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	April - Sept.	April - Sept.	GoP	42000	42,000.00		Catering services for participants
	APCP and other Credit Program	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	March - Aug.	March - Aug.	GoP	90000	90,000.00		Catering services for participants

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				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
Meetings with PBDD staff Catering Expenses	PBDD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	February - June	February - June	GoP	42000	42,000.00		Catering services for participants
Mobile Maintenance	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	16000	16,000.00		Mobile usage of point persons
Vehicle Maintenance	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	80000	60,000.00		Maintenance of DAR motor vehicles
Transportation & Deliveries	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	June & August	June & August	GoP	50000	50,000.00		Transportation of machineries
Publication Expenses	PBDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec.	Jan-Dec.	GoP	11000	11,000.00		Printing/reproduction of official documents
Facility/Subsidy to ARBOs of Farm Machinery and Equipment (SLS & MCBF)	PBDD	YES	Competitive Bidding	Nov, 2024	Nov, 2024	January, 2025	January, 2025	GoP	3900000	3,900,000.00		Subsidy to ARBOs



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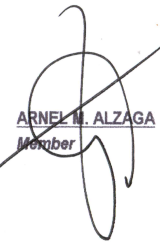
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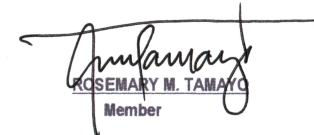
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