

**DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE - MIMAROPA' Indicative Annual Procurement Plan (APP) 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	
100000100001000	Electricity Expenses	STO	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	1,300,000.00	1,300,000.00		
100000100001000	Internet	STO	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	850,000.00	850,000.00		
100000100001000	Postage and Courier Services	STO	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	80,000.00	80,000.00		
100000100001000	Water Expenses	STO	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	180,000.00	180,000.00		
100000100001000	Procurement of Subscription - Microsoft 365	STO	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	300,000.00	300,000.00		
100000100001000	Procurement of Accountable Forms	STO	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	2,000.00	2,000.00		
100000100001000	Procurement of Gasoline, Oil and Lubricants	STO	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 Airline Tickets	STO	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	800,000.00	800,000.00		
100000100001000	Provision of Security Manpower Services	STO	YES	Competitive Bidding	Oct-24	Oct-24	Jan-25	Jan-25	GoP	2,850,000.00	2,850,000.00		
200000100001000/ 100000100001000	Procurement of Commonly Used Office Supplies & Equipments available at PS-DBM	STO	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	650,000.00	650,000.00		
200000100001000	Lease of Venue for the STO 2026 Indicative Plan and Budget Proposal	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-25	Feb-25	GoP	600,000.00	600,000.00		
200000100001000	Lease of Venue for the Orientation/Workshop on the Preparation of 2026 Expanded BED 2	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Nov-25	Nov-25	GoP	550,000.00	550,000.00		
100000100001000	Lease of Venue for the 2025 Regional Mid-Year Review and Planning Session	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jun-25	Jun-25	GoP	600,000.00	600,000.00		
100000100001000	Lease of Venue - Year-end Conduct of Regional Planning and Review Session	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Nov-25	Nov-25	GoP	600,000.00	600,000.00		
100000100001000	Lease of Venue - 2025 Team Development and Moral Boosting Exercises for DAR MIMAROPA	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-25	Apr-25	GoP	600,000.00	600,000.00		
100000100001000	Lease of Venue - 2025 Values Orientation	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-25	Apr-25	GoP	375,000.00	375,000.00		
100000100001000	Lease of Venue - 3rd Quarter STO Assessment	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-25	Oct-25	GoP	375,000.00	375,000.00		
100000100001000	Lease of Venue - Annual Closing of Books	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	225,000.00	225,000.00		
100000100001000	Lease of Venue - 2nd Semester Assessment and Catch Up Planning in e-Nngas and eBudget	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-25	Apr-25	GoP	400,000.00	400,000.00		
100000100001000	Lease of venue - HR Assessment cum Planning Workshop	STO	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-25	Apr-25	GoP	337,500.00	337,500.00		
200000100001000	Procurement of Cellcard for the (ITEMA/IT-EASY)	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	40,000.00	40,000.00		
200000100001000	Provision of meals/snacks for the meetings/seminar/conference	STO	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	260,000.00	260,000.00		
100000100001000	Procurement of Supplies and Materials for the Training/Seminar (Ballpen, Notebook, Bag, Plaque, ARB Products)	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	100,000.00	100,000.00		
100000100001000	Procurement of Cellcards	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	60,000.00	60,000.00		
100000100001000	Procurement of Purified Drinking Water	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	120,000.00	120,000.00		
100000100001000	Procurement of Office Supplies & Equipment not available at PS-DBM (refer to APP-CSE)	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	400,000.00	400,000.00		
100000100001000	Procurement of Drugs and Medicine Expenses - (Flu vaccine, Medicine)	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	80,000.00	80,000.00		
100000100001000	Procurement of Supplies/Labor/Materials for the Repair and Maintenance of Motor Vehicle	STO	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	400,000.00	400,000.00		
100000100001000	Procurement of Supplies/Labor/Materials for the Repair and Maintenance of Office Equipment	STO	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	120,000.00	120,000.00		

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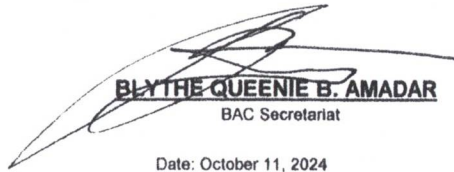


100000100001000	Procurement of Supplies/Labor/Materials for the Repair and Maintenance of ICT Equipment	STO	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	31,800.00	31,800.00		
100000100001000	Procurement of Supplies/Labor/Materials for the Repair and Maintenance of Building	STO	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	300,000.00	300,000.00		
100000100001000	Procurement of Supplies/Labor/Materials for the Repair and Maintenance of Other Structures	STO	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	GoP	60,000.00	60,000.00		
100000100001000	Procurement of Supplies/Labor/Materials for the Repair and Maintenance of Semi-Expendable Office Equipment	STO	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	Procurement of Supplies/Labor/Materials for the Repair and Maintenance of Semi Expendable ICT Equipment	STO	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	Rental/Lease of the 2 units' Monochrome Multi-functional Digital Photocopier Machines	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	120,000.00	120,000.00		
100000100001000	Procurement for the Printing of Signages and Tarpaulin	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	50,000.00	50,000.00		
100000100001000	Provision of Meals/Catering services for trainings/meetings	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	400,000.00	400,000.00		
100000100001000	Procurement of T-shirts for the Women's month	STO	NO	NP-53.9 - Small Value Procurement	Feb-25	N/A	Feb-25	Feb-25	GoP	47,500.00	47,500.00		
100000100001000	Procurement of T-shirts for the CARPER Anniversary	STO	NO	NP-53.9 - Small Value Procurement	Jun-25	N/A	Jun-25	Jun-25	GoP	47,500.00	47,500.00		
100000100001000	Procurement of T-shirts for the VAWC	STO	NO	NP-53.9 - Small Value Procurement	Nov-25	N/A	Nov-25	Nov-25	GoP	47,500.00	47,500.00		
100000100001000	Procurement of Uniform for Cultural and Athletic Activities	STO	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	66,000.00	66,000.00		
330100100001000	Lease of Venue for the Program Review and Updating of EDES and ARBO Summit cum Recognition 2025	ARBDS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-25	Feb-25	GoP	215,000.00	215,000.00		
330100100001000	Lease of Venue for FOD Assessment	ARBDS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Aug-25	Aug-25	GoP	135,000.00	135,000.00		
330300100003000	Lease of Venue for the Program Review and Updating of EDES and ARBO Summit cum Recognition 2025	ARBDS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-25	Feb-25	GoP	70,000.00	70,000.00		
330300100004000	Lease of Venue for the Conduct of Training on Climate Resilient Farm Productivity Support such as Post Disaster Needs Assessment Training	ARBDS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-25	Apr-25	GoP	180,000.00	180,000.00		
330100100001000	Procurement of Commonly Used Office Supplies & Equipments available at PS-DBM	ARBDS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	60,000.00	60,000.00		
330100100001000	Procurement of Airline Tickets	ARBDS	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	431,000.00	431,000.00		
330100100001000	Procurement of Subscription - Google Subscription 200GB	ARBDS	NO	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	2,000.00	2,000.00		
330100100001000/ 330300100003000/ 330300100004000	Provision of Meals/Catering services for trainings/meetings	ARBDS	NO	NP-53.9 - Small Value Procurement	Jan-25	N/A	Jan-25	Jan-25	GoP	148,000.00	148,000.00		
320100100001000	Procurement of Lease of Venue for the conduct of DARAB Regional Assessment (1st Qtr. 2025)	DARAB	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	187,500.00	187,500.00		
320100100001000	Procurement of Lease of Venue for the conduct of DARAB Regional Assessment (4th Qtr. 2025)	DARAB	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Oct-25	Oct-25	GoP	187,500.00	187,500.00		
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	259,000.00	259,000.00		
320100100002000	Procurement of Commonly Used Office Supplies & Equipments available at PS-DBM	DARAB	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	50,000.00	50,000.00		
320100100002000	Procurement of Office Supplies & Equipment not available at PS-DBM (refer to APP-CSE)	DARAB	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-25	Jan-25	GoP	74,000.00	74,000.00		
320100100002000	Provision of Meals/Catering services for trainings/meetings	DARAB	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-25	Jan-25	GoP	42,000.00	42,000.00		
320100100001000	Lease of Venue for the LCMS cum Assessment	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-25	Jan-25	GoP	250,000.00	250,000.00		



320100100001000	Lease of Venue for the Office of Alternative Dispute Resolution	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Mar-24	Mar-24	GoP	350,000.00	350,000.00		
320100100004000	Lease of Venue for the Lawyers to the Benepisyaryo	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Mar-24	Mar-24	GoP	300,000.00	300,000.00		
320100100004000	Lease of Venue for the Lawyers to the Benepisyaryo	ALS	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jul-24	Jul-24	GoP	320,000.00	320,000.00		
320100100001000 / 320100100003000/ 320100100004000	Provision of Meals/Catering services for trainings/meetings	ALS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-25	Jan-25	GoP	210,000.00	210,000.00		
320100100003000	Procurement of Office Supplies & Equipment not available at PS-DBM (refer to APP-CSE)	ALS	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-25	Jan-25	GoP	100,000.00	100,000.00		
320100100001000 / 320100100003000/ 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	640,000.00	640,000.00		
320100100001000	Procurement of Commonly Used Office Supplies & Equipments available at PS-DBM	ALS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	100,000.00	100,000.00		
310100100005000	Provision of Meals/Catering services for trainings/meetings	LTSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-25	Jan-25	GoP	30,000.00	30,000.00		
310100100005000	Procurement of Semi-Expendable ICT Equipment (Duplex Color Scanner, Solid State Drive, Mouse)	LTSP	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-25	Jan-25	GoP	58,000.00	58,000.00		
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	200,000.00	200,000.00		
<b>TOTAL</b>										<b>20,073,800.00</b>	<b>20,073,800.00</b>		

Prepared and consolidated by:

  
**BLYTHE QUEENIE B. AMADAR**  
 BAC Secretariat

Date: October 11, 2024

Reviewed and Validated by:

  
**MELISSA D. PUNSALAN**  
 Regional Budget Officer

Recommending Approval:

  
**GEFELYN A. GOLENG**  
 BAC Chairman

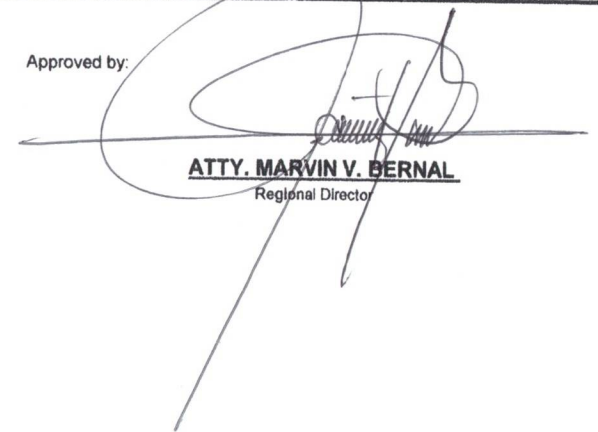
  
**ATTY. RUIS R. SELVA**  
 BAC Vice Chairman

  
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 Provisional Member 1

  
**ROSEMARIE T. DE LEON**  
 Member

  
**LUDIVINA L. VINARAO**  
 Provisional Member 2 / End-User

Approved by:

  
**ATTY. MARVIN V. BERNAL**  
 Regional Director