



**CY 2015 ANNUAL PROCUREMENT PLAN**

Department: **DEPARTMENT OF BUDGET & MANAGEMENT**

Region: **XI**


Address: **Km. 3, MacArthur Highway, Matina, Davao City**

Code (PAP)	Procurement Program/Project (see attached Annex A)	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity										
				Pre-Proc Conference	Ads/Post of ITB	Pre-bid Conference	Eligibility Check	Sub/Open of Bids	Bid Evaluation	Post Qualification	Notice of Award	Contract Signing	Notice to Proceed	
A.I.a.2.a.14 / 4.III.c.14	Power Consumption	RO XI	Direct Contracting	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Water Consumption	RO XI	Direct Contracting	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Telephone Services	RO XI	Direct Contracting	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Internet Services	RO XI	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Mobile Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	-	-	Quarterly	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	General Services	RO XI	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	-	-	Quarterly	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	-	-	-	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	-	-	4th Quarter	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Catering Services for Training	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	-	-	4th Quarter	-	-	-	-	-	-
A.I.a.2.a.14 / 4.III.c.14	Cultural Activities	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	-	-	4th Quarter	-	-	-	-	-	-
	<b>TOTAL</b>													


Recommended by BAC:

  
ANTONIO M. FAUNILLAN JR  
BAC Chairman


  
MARIA FE D. JAGNA  
BAC Member

  
CAROLINA C. ARMADA  
BAC Member

  
IRENE S. TABADA  
BAC Member

  
ALEXANDER M. CABALDA  
BAC Member

Approved:

  
GARY R. MARTEL, CPA, MPA CESO IV  
Director IV

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Code (PAP)	Procurement Program/Project (see attached Annex A)	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity		Source of Funds	Estimated Budget (PhP)				Remarks (brief description of Program/Project)
				Delivery/Completion	Acceptance/Turnover		MOOE	Capital Outlay	CO Continuing Appro	TOTAL	
A.1.a.2.a.14 / 4.III.c.14	Common-use Office Supplies and Materials	RO XI Officials and Staff	Negotiated - PS Depot	-	-	Fund 101, GAA	220,000.00			220,000.00	Office Supplies & Materials for regular operations.
A.1.a.2.a.14 / 4.III.c.14	Common-use Office Supplies and Materials	RO XI Officials and Staff	Shopping	-	-	Fund 101, GAA	199,000.00			199,000.00	Office Supplies & Materials for regular operations - procured outside of PS Depot
A.1.a.2.a.14 / 4.III.c.14	Other Office Supplies and Materials	RO XI Officials and Staff	Shopping	-	-	Fund 101, GAA	280,000.00			280,000.00	Other Office Supplies & Materials for regular operations - procured outside of PS Depot
A.1.a.2.a.14 / 4.III.c.14	Gasoline, Oil & Lubricants	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	375,000.00			375,000.00	For use of DBM XI motor vehicles
A.1.a.2.a.14 / 4.III.c.14	Repair & Maintenance Motor Vehicle Tires and Batteries	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	50,000.00			50,000.00	Maintenance of DBM XI motor vehicle
A.1.a.2.a.14 / 4.III.c.14	Repair & Maintenance Motor Vehicle Regular Servicing	RO XI	Direct Contracting/Negotiated-Small Value Procurement	-	-	Fund 101, GAA	100,000.00			100,000.00	Maintenance shall be done by Service Centers/Shops.
A.1.a.2.a.14 / 4.III.c.14	Repair and Maintenance - Office/Machinery Equipment	RO XI	Direct Contracting/Negotiated-Small Value Procurement	-	-	Fund 101, GAA	100,000.00			100,000.00	Maintenance of DBM XI office equipment
A.1.a.2.a.14 / 4.III.c.14	Repair & Maintenance - Motor Vehicle	RO XI	Direct Contracting/Negotiated-Small Value Procurement	-	-	Fund 101, GAA	100,000.00			100,000.00	Maintenance of DBM XI motor vehicle
A.1.a.2.a.14 / 4.III.c.14	Repair & Maintenance - Building & Other Structures	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	165,000.00			165,000.00	Maintenance of DBM XI office building
A.1.a.2.a.14 / 4.III.c.14	Transportation Equipment	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA			1,100,000.00	1,100,000.00	Brand new motor vehicle for office use
A.1.a.2.a.14 / 4.III.c.14	Building and Other Structures	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA			1,356,182.00	1,356,182.00	Buildings & Other Structures
A.1.a.2.a.14 / 4.III.c.14	Furniture and Fixtures	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA			257,500.00	257,500.00	Furniture Accessories for office use
A.1.a.2.a.14 / 4.III.c.14	Office Equipment	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA			327,000.00	327,000.00	Sound System Facilities for office use
A.1.a.2.a.14 / 4.III.c.14	Security Services for CY 2015	RO XI Officials and Staff	Competitive Bidding	1 Year	-	Fund 101, GAA	860,000.00			860,000.00	The one year contract covers July 1, 2015 to June 30, 2016
A.1.a.2.a.14 / 4.III.c.14	Manpower Services for CY 2015	RO XI Officials and Staff	Competitive Bidding	1 Year	-	Fund 101, GAA	1,045,000.00			1,045,000.00	The one year contract covers August 1, 2015 to July 30, 2016
A.1.a.2.a.14 / 4.III.c.14	Purified Drinking Water	RO XI Officials and Staff	Negotiated-Small Value Procurement	1 Year	-	Fund 101, GAA	18,000.00			18,000.00	Drinking Water for DBM XI Personnel and Clients
A.1.a.2.a.14 / 4.III.c.14	Newspaper Subscription	RO XI	Negotiated-Small Value Procurement	1 Year	-	Fund 101, GAA	15,000.00			15,000.00	Newspaper Subscription for office use
A.1.a.2.a.14 / 4.III.c.14	Forwarding Services	RO XI	Negotiated-Small Value Procurement	1 Year	-	Fund 101, GAA	42,000.00			42,000.00	Forwarding services for office transactions

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Code (PAP)	Procurement Program/Project (see attached Annex A)	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity		Source of Funds	Estimated Budget (Php)				Remarks (brief description of Program/Project)
				Delivery/Completion	Acceptance/Turnover		MOOE	Capital Outlay	CO Continuing Appro	TOTAL	
A.I.a.2.a.14 / 4.III.c.14	Power Consumption	RO XI	Direct Contracting	-	-	Fund 101, GAA	900,000.00			900,000.00	Supplied by Davao Light & Power Co.
A.I.a.2.a.14 / 4.III.c.14	Water Consumption	RO XI	Direct Contracting	-	-	Fund 101, GAA	50,000.00			50,000.00	Supplied by Davao City Water District
A.I.a.2.a.14 / 4.III.c.14	Telephone Services	RO XI	Direct Contracting	-	-	Fund 101, GAA	150,000.00			150,000.00	Telephone connection from PLDT
A.I.a.2.a.14 / 4.III.c.14	Internet Services	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	48,000.00			48,000.00	Internet Connection
A.I.a.2.a.14 / 4.III.c.14	Mobile Services	RD XI Officials and Staff	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	98,000.00			98,000.00	Prepaid Load Cards for RD, ARD and Division Chiefs
A.I.a.2.a.14 / 4.III.c.14	General Services	RD XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	100,000.00			100,000.00	Other General Services/Labor Charges
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	20,000.00			20,000.00	Quarterly Joint Flag Raising of NGAs
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	20,000.00			20,000.00	Budget Forum
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	17,000.00			17,000.00	Meeting with ISO Certifying Auditors
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	30,000.00			30,000.00	Monthly Staff Meeting
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RD XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	20,000.00			20,000.00	Meeting with other NGAs
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RD XI	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	15,000.00			15,000.00	Meeting with Local Budget Officers
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	15,000.00			15,000.00	DBM Anniversary
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	40,000.00			40,000.00	Meeting with NGAs and LGUs
A.I.a.2.a.14 / 4.III.c.14	Catering Services	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	49,000.00			49,000.00	Year-End Activities
A.I.a.2.a.14 / 4.III.c.14	Catering Services for Training	RD XI Officials and Staff	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	72,000.00			72,000.00	Gender and Development Workshop
A.I.a.2.a.14 / 4.III.c.14	Cultural Activities	RO XI Officials and Staff	Negotiated-Small Value Procurement	-	-	Fund 101, GAA	30,000.00			30,000.00	Cultural and Athletic Activities
	<b>TOTAL</b>						5,243,000.00	0.00	3,040,682.00	8,283,682.00	


Recommended by BAC:

  
ANTONIO M. FAUNILLAN JR.  
BAC Chairman


  
MARIA FE D. JAGNA  
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GARY R. MARTEL, CPA, MPA, CESO IV  
Director IV