



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE NO. VII
SUDLON, LAHUG, CEBU CITY

September 23, 2019

MEMORANDUM

For : **DIRECTOR ANDREA CELENE M. MAGTALAS**
Director IV
Information and Communications Technology System Service

From : **THE REGIONAL DIRECTOR**
DBM – Regional Office No. VII

Subject : **SUBMISSION OF THE FY 2020 ANNUAL PROCUREMENT PLAN
(APP) OF THE DEPARTMENT OF BUDGET AND MANAGEMENT
ROVII**

1.0 We are submitting herewith our FY 2020 Indicative Annual Procurement Plan for non-common use supplies consistent with the FY 2020 National Expenditure Program (NEP) for posting in the DBM Transparency Seal.

2.0 Please acknowledge receipt hereof.


IMELDA C. LACERAS
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**Department of Budget and Management ROVII
Indicative Annual Procurement Plan for FY 2020**

Code (PAP)	Procurement Program/Project	PMO/ User	End- User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
					Advertisement/P osting of B/REI	Submission/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100010001, 302020000	Janitorial and Clerical Services	Financial and Administrative Division (FAD)		Competitive Bidding	10/01/2019	10/21/2019	01/02/2020	01/02/2020	GoP	717,000.00	717,000.00	-	Three (3) Janitors and One (1) Clerk
100010001	Security Services	FAD		Competitive Bidding	10/01/2019	10/21/2019	01/02/2020	01/02/2020	GoP	583,000.00	583,000.00	-	Three (3) Security Guards
100010001, 302020000	Driver	FAD		Competitive Bidding	10/01/2019	10/21/2019	01/02/2020	01/02/2020	GoP	195,000.00	195,000.00	-	Alternate Driver/Reproduction Machine Operator
100010001, 302020000	Messengerial Services	FAD		NP-53.5 Agency-to-Agency	N/A	N/A	01/02/2020	01/02/2020	GoP	793,000.00	793,000.00	-	MOA with PhilPost
100010001, 302020000	Mineral Water	FAD		NP-53.9 - Small Value Procurement	N/A	N/A	01/02/2020	01/02/2020	GoP	30,000.00	30,000.00	-	Minimum of 540 gallons
100010001	Subscription to local and national newspaper	FAD		NP-53.9 - Small Value Procurement	N/A	N/A	01/02/2020	01/02/2020	GoP	10,000.00	10,000.00	-	Mondays-Sundays for one year
100010001, 302020000	Maintenance and Cleaning of Air Conditioning Units	FAD		NP-53.9 - Small Value Procurement	11/15/2019	N/A	01/02/2020	01/02/2020	GoP	60,000.00	60,000.00	-	Performed every last month of the quarter - 12 window type, 9 split/wall mounted and 8 floor mounted
100010001, 302020000	Pest Control Management	FAD		NP-53.9 - Small Value Procurement	11/15/2019	N/A	01/02/2020	01/02/2020	GoP	60,000.00	60,000.00	-	General Pest Control - once a month
100010001, 302020000	Lease of Real Property	FAD		NP-53.5 Agency-to-Agency	N/A	N/A	01/02/2020	01/02/2020	GoP	54,000.00	54,000.00	-	Rent of RD's Quarters for the month of January-December, 2020
100010001, 302020000	Printer, 2 units	FAD		NP-53.9 - Small Value Procurement	N/A	N/A	03/11/2020	03/11/2020	GoP	16,000.00	16,000.00	-	Monochrome, inkjet
100010001, 302020000	Racks, 20 pcs	FAD		NP-53.9 - Small Value Procurement	03/04/2020	N/A	03/11/2020	03/11/2020	GoP	140,000.00	140,000.00	-	For Records Center - 4-5 layers, w/ adjustable shelves, size: 90w x 45d x 200h cm, made of steel
100010001, 302020000	Construction of Garage, Covered Path Walk and Installation of the Wicket Gate	FAD		Competitive Bidding	03/04/2020	03/24/2020	03/27/2020	03/27/2020	GoP	1,500,000.00	-	1,500,000.00	Construction of Garage, Covered Path Walk and Installation of the Wicket Gate per TRIP for CY 2020
100010001, 302020000	Swivel Chair, 1 unit	Division B		NP-53.9 - Small Value Procurement	N/A	N/A	04/10/2020	04/10/2020	GoP	6,000.00	6,000.00	-	For Division B Staff - with chrome leg, gaslift for height adjustment, with armrest, with mobility mechanism, swivel and casters, with leatherette upholstered, color: black
100010001, 302020000	Office Table, 1 unit	Division B		NP-53.9 - Small Value Procurement	N/A	N/A	04/10/2020	04/10/2020	GoP	9,000.00	9,000.00	-	For Division B Staff - 150mm W, 750 mm D, 75 mm H, melamine laminated particle board, 25 mm thick, scratch proof, color gray - to replace the damaged tables used by the employees
100010001, 302020000	Steel Filing Cabinets, 8 units	Division A, B, C		NP-53.9 - Small Value Procurement	N/A	N/A	04/10/2020	04/10/2020	GoP	72,000.00	72,000.00	-	Made of steel, 4 drawers, color: gray and green
100010001, 302020000	Repair of computers, printers, scanners, laptops and other ICT equipment	A, B, C, FAD		NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	55,000.00	55,000.00	-	Repairs and Maintenance - ICT Equipment

100010001, 302020000	Office Supplies (APP-CSE)	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	01/2020,04/2020,06/2020,10/2020	01/2020,04/2020,06/2020,10/2020	GoP	543,000.00	543,000.00	-	-
100010001, 302020000	Travelling Expense (GFA)	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	865,000.00	865,000.00	-	-
100010001, 302020000	Seminars and Trainings	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	532,000.00	532,000.00	-	-
100010001, 302020000	Strategic Planning and Process Review	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	05/29/2020	05/29/2020	GoP	108,000.00	108,000.00	-	-
100010001, 302020000	Sports/Cultural Activity	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	10/05/2020	10/05/2020	GoP	40,500.00	40,500.00	-	-
100010001, 302020000	Anniversary Celebration	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	04/20/2020	04/20/2020	GoP	40,000.00	40,000.00	-	-
100010001, 302020000	Year-End Assessment	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	12/18/2020	12/18/2020	GoP	108,000.00	108,000.00	-	-
100010001, 302020000	Christmas Celebration	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	12/21/2020	12/21/2020	GoP	40,000.00	40,000.00	-	-
TOTAL									6,576,500.00	6,076,500.00	1,500,000.00	

Prepared by BAC Secretariat:


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 KARLA MAE T. TOBIS
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Recommending Approval:

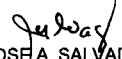

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Approved by:


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 HOPE