

DEPARTMENT OF BUDGET AND MANAGEMENT REGIONAL OFFICE IV-A
ANNUAL PROCUREMENT PLAN - NON CSE FOR FY 2023

P/A/P Code	Procurement/ Program/Project	PMO/IU/ END USER	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks
				Ads/Post of (B/RE)	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310200100001000	Procurement of Various Common-use Supplies	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Year-round				2023 GAA	50,000.00	50,000.00		Supplies available at the Procurement Service
100000100001000 310200100001000	Procurement of Various Common-use Supplies	RO	Shopping Sec. 52.1.b and Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2023 GAA	118,000.00	118,000.00		Supplies based on the approved APP-CSE but not available at the Procurement Service
100000100001000	Procurement of Supplies for Petroleum, Oil and Lubricants	RO	Public Bidding and Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2023 GAA	21,000.00	21,000.00		Procurement shall be done through Fleet Card System (public bidding by DBM-CO) and Negotiated Procurement for other supplies not covered by the Fleet Card System
100000100001000 310200100001000	Other Supplies	RO	Shopping Sec. 52.1.b. and Negotiated Procurement (Agency-to-Agency Sec. 53.5 and Small Value Procurement Sec. 53.9)	Year-round				2023 GAA	53,000.00	53,000.00		Supplies and materials for janitorial, plumbing, electrical and other supplies from the Procurement Service and other suppliers
100000100001000 310200100001000	Procurement of Drinking Water	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2022				2023 GAA	28,000.00	28,000.00		Supply and delivery of purified drinking water (40 gallons per month)
100000100001000	Postage and Courier Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2023 GAA	21,000.00	21,000.00		Postage and courier expenses for official documents (thru LBC)
100000100001000 310200100001000	Communication Services - Mobile	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2023				2023 GAA	179,000.00	179,000.00		Provision of cellular lines for the Director, Asst. Director, 4 Division Chiefs and Other Authorized Employees per Department Order No. 27, s 2022
100000100001000	Communication Services - Landline	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2023				2023 GAA	35,000.00	35,000.00		DBM RO IV-A telephone requirements (1 landline telephone)
100000100001000	Communication Services - Internet	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2023				2023 GAA	180,000.00	180,000.00		Annual subscription of internet services.
100000100001000	Janitorial Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2022				2023 GAA	525,000.00	525,000.00		Provision of 2 janitorial attendants
100000100001000	Security Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2022				2023 GAA	728,000.00	728,000.00		Provision of 2 Security Guards.
100000100001000	Disinfection Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.2)	November 2022				2023 GAA	120,000.00	120,000.00		Disinfection of office premises every two (2) weeks
100000100001000	Repair and Maintenance of Transportation Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2022				2023 GAA	105,000.00	105,000.00		Repair and maintenance of DBM RO IV-A three (3) motor vehicles.
100000100001000	Taxes, Duties and Licenses	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Year-round				2023 GAA	7,000.00	7,000.00		
100000100001000	Fidelity Bond Premiums	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Year-round				2023 GAA	69,000.00	69,000.00		
100000100001000	Insurance of Building (Contents Only)	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	January 2022				2023 GAA	35,000.00	35,000.00		Insurance coverage of DBM RO IV-A properties including office equipment, furniture and fixtures
	Floater Insurance	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	January 2022				2023 GAA	11,000.00	11,000.00		Insurance coverage for laptops
	Insurance of Transportation Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	March, August and September 2023				2023 GAA	30,000.00	30,000.00		Insurance coverage of three (3) motor vehicles

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100000100001000 310200100001000	Lease/Rental of Venue for the Conduct of Regional Budget Fora, Training/ Capacity Building, GAD activities	RO	Negotiated Procurement (Agency-to-Agency Sec 53.5, Small Value Procurement Sec. 53.9 and Lease of Real Property Sec 53.10)	Year-round				2023 GAA	142,000.00	142,000.00		Lease of venue/accommodation for the conduct of various trainings and activities
	Year-End Assessment	RO		December 2023				2023 GAA	30,000.00	30,000.00		Year-end assessment
100000100001000 310200100001000	Provision for Meals and Catering Services for Official meetings/activities hosted/conducted by the office	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2023 GAA	50,000.00	50,000.00		Provision for meals and catering services during official meetings and other activities conducted by DBM RO IV-A
	Year-End Assessment	RO		December 2023				2023 GAA	50,000.00	50,000.00		Provision for meals and catering services during the Year-End Assessment
100000100001000	Rental of Photocopying Machine	RO	Negotiated Procurement (Small Value Procurement Sec 53.9)	November 2022				2023 GAA	43,000.00	43,000.00		Rental of 1 unit photocopying machine.
100000100001000	Other MOOE	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2023 GAA	58,000.00	58,000.00		Provision of meals during special activities like DBM Anniversary and Christmas Party and all other expenses that could not be categorized in the specific MOOE items
GRAND TOTAL									2,688,000.00	2,688,000.00	-	

Prepared by:

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1/19/2023
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