

Department of Budget and Management ROVII
Annual Procurement Plan
FY 2023

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100010001, 302020000	Janitorial Services, 1 lot	FAD	Competitive Bidding	10/20/2022	11/4/2022	1/3/2023	1/17/2023	GoP	778,000.00	778,000.00	-	Three (3) Janitors
100010001, 302020000	Security Services, 1 lot	FAD	Competitive Bidding	10/20/2022	11/4/2022	1/3/2023	1/17/2023	GoP	790,000.00	790,000.00	-	Three (3) Security Guards
100010001, 302020000	Clerical Services, 1 lot	FAD	Competitive Bidding	10/20/2022	11/4/2022	1/3/2023	1/17/2023	GoP	340,000.00	340,000.00	-	One (1) Clerk
100010001, 302020000	Mineral Water	FAD	NP-53.9 - Small Value Procurement	1/6/2023	N/A	1/31/2023	1/31/2023	GoP	35,000.00	35,000.00	-	Minimum of 700 gallons
100010001, 302020000	Messengerial Services, 1 lot	FAD	NP-53.9 - Small Value Procurement	1/6/2023	N/A	1/31/2023	1/31/2023	GoP	160,000.00	160,000.00	-	Specifications: a. Types of Package/Mail: Short/long white mailing envelope, Short/Long brown envelope, Expandable Long Brown Envelope / Books b. Delivery Commitment: 1-5 days depending on the area c. Service provider shall submit its monthly billing for the actual number of mails delivered supported with the list of such documents. d. Must pick-up mails at DBM ROVII. e. Shall timely provide list of tracking numbers for every mails delivered.
100010001, 302020000	Maintenance and Cleaning of Air Conditioning Units	FAD	NP-53.9 - Small Value Procurement	1/2/2023	N/A	1/31/2023	1/31/2023	GoP	140,000.00	140,000.00	-	Performed every last month of the quarter - 8 window type, 14 split/wall mounted and 11 floor mounted

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100010001, 302020000	Repair and Maintenance of Motor Vehicles and Generator Set, 1 lot	FAD	NP-53.9 - Small Value Procurement	as the need arises	N/A	as the need arises	as the need arises	GoP	100,500.00	100,500.00	-	Performed once every quarter and as needed for one (1) unit Toyota Innova and two (2) units Commuter Van and one (1) unit Generator Set
100010001, 302020000	Pest Control and Fogging Services, 1 lot	FAD	NP-53.9 - Small Value Procurement	1/6/2023	N/A	1/31/2023	1/31/2023	GoP	95,000.00	95,000.00	-	Performed once every quarter - General Pest Abatement Maintenance Program, Rat Abatement Maintenance Program, Termite Abatement Maintenance Program, Monthly - Fogging Coverage: 1st - 4th Floor, Grounds
100010001, 302020000	Disinfection Services, 1 lot	FAD	NP-53.9 - Small Value Procurement	1/3/2023	N/A	1/31/2023	1/31/2023	GoP	90,000.00	90,000.00	-	-Duration: January to December 2023 - Frequency: Twice a month - Location: 1st to 4th floor of DBM ROVII Building, Grounds, Guardhouse, PS RO7 - Chemicals to be used should be approved by health regulation office.
100010001, 302020000	Supply and Delivery of Various Furnitures, 1 lot	FAD	NP-53.9 - Small Value Procurement	3/1/2023	3/8/2023	3/31/2023	3/31/2023	GoP	133,000.00	133,000.00	-	Swivel Chair, 1 unit
												Steel Lockers, 2 units
												Waiting Chairs and Center Table
												Reception Counter, 1 unit
												Waiting Sofa Bench, 2 units
100010001, 302020000	Taxes, Insurance Premiums and Other Fees	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	131,000.00	131,000.00	-	- Taxes, Duties and Licences - Fidelity Bond Premiums - Insurance Expenses
100010001, 302020000	Representation Expense (Meals and various items for the conduct of various activities and meetings of DBM ROVII)	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	370,000.00	370,000.00	-	-
100010001, 302020000	Other Maintenance and Operating Expenses	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	various dates	various dates	GoP	42,000.00	42,000.00	-	-
100010001, 302020000	Transportation and Delivery Expense	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	various dates	various dates	GoP	30,000.00	30,000.00	-	-

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100010001, 302020000	Other Supplies and Materials Expense	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	As needed	As needed	GoP	100,000.00	100,000.00	-	-
100010001, 302020000	Repair of computers, printers, scanners, laptops, photocopier, other ICT equipment and other office 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	50,000.00	50,000.00	-	Repairs and Maintenance - ICT Equipment and Other Office Equipment
100010001, 302020000	Electricity	A, B, C, FAD	Recontracting	N/A	N/A	N/A	N/A	GoP	700,000.00	700,000.00	-	Electricity supplied by VECO
100010001, 302020000	Water	A, B, C, FAD	Recontracting	N/A	N/A	N/A	N/A	GoP	78,000.00	78,000.00	-	Water supplied by MCWD
100010001, 302020000	Mobile, Telephone and Internet	A, B, C, FAD	NP-53.9 - Small Value Procurement and Recontracting	N/A	N/A	N/A	N/A	GoP	372,000.00	372,000.00	-	Mobile, Telephone and Internet Services for FY 2023
100010001, 302020000	Office Supplies (APP-CSE)	FAD	NP-53.5 Agency-to-Agency and Sec. 52.1b. Shopping	N/A	N/A	01/2023,04/2023,06/2023,10/2023	01/2023,04/2023,06/2023,10/2023	GoP	480,000.00	480,000.00	-	- Agency to Agency Mode if available in PS - Shopping if not available in PS
100010001, 302020000	Travelling Expense (GFA)	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	500,000.00	500,000.00	-	-
100010001, 302020000	Seminars, Trainings and other activities	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	299,000.00	299,000.00	-	-
100010001, 302020000	Teambuilding Activities	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	03/2023	03/2023	GoP	186,000.00	186,000.00	-	31 personnel, 6,000/person
100010001, 302020000	Sports/Cultural Activity	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	10/2023	10/2023	GoP	46,500.00	46,500.00	-	31 personnel, 1,500/person
100010001, 302020000	Anniversary Celebration	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	04/2023	04/2023	GoP	38,000.00	38,000.00	-	38 personnel
100010001, 302020000	Year-End Assessment	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	12/2023	12/2023	GoP	186,000.00	186,000.00	-	31 personnel, 6,000/person
100010001, 302020000	Christmas Celebration	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	12/2023	12/2023	GoP	38,000.00	38,000.00	-	38 personnel
Grand Total									6,308,000.00	6,308,000.00	-	

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