

DEPARTMENT OF BUDGET AND MANAGEMENT
Malacanang, Manila
INDICATIVE ANNUAL PROCUREMENT PLAN CY 2020

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/Project)
				Ada/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100010001	Printing of Accountable Forms:	BTB	Agency to Agency	1st Quarter				GoP		500,000.00		200 Reams of SECPA to be used for the printing of official budget release documents such as the Special Allotment Release Order (SARO), Notice of Cash Allocation (NCA), Multi-Year Contractual Authority, etc.
100010001	Supply and Delivery of Legal References including books and electronic books	LS	Direct Contracting	As the need arises				GoP		120,000.00		for the enhancement of the Legal Service Library
100010001	Subscription of Time Magazine	LS	Negotiated Procurement - Small Value Procurement	1st Quarter				GoP		4,320.00		for the enhancement of the Legal Service Library
100010001	Supply and Delivery of Colored paper for DMS	AS-CRD	Negotiated Procurement - Small Value Procurement	1st Quarter				GoP		95,600.00		For the day-to-day DMS Operations
100010001	Supply and Delivery of Corrugated Box	AS-CRD	Negotiated Procurement - Small Value Procurement	1st Quarter				GoP		525,250.00		For storing and filing of official DBM files
100010001	Publication of Notices to Newspapers	AS-CRD	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		2,000,000.00		Executive Order No. 200 dated June 18, 1987 requires the publication of laws either in the Official Gazette or in Newspaper of General Circulation in the Philippines.
100010001	Posting of Notices to the Official Gazette	AS-CRD	NA	As the need arises				GoP		500,000.00		
100010001	Binding of Various DBM Issuances	AS-CRD	Negotiated Procurement - Small Value Procurement	2nd Quarter				GoP		500,000.00		Book binding of all DBM issuances.
100010001	Lease of Venue with Catering Services for the Conduct of Training of Trainers for NGICS and PGIAM	SPIB	Agency to Agency	2nd Quarter				GoP		794,000.00		The project aims to undertake the training of the potential trainers who would be tapped for the conduct of the capacity-building trainings on the updated/enhanced NGICS and PGIAM.
100010001	Printing of the Enhanced/Updated Philippine Government Internal Audit Manual	SPIB	Negotiated Procurement - Small Value Procurement	1st Quarter				GoP		312,000.00		The PGIAM, which was issued through DBM Circular Letter No. 2011-05 dated 19 May 2011 aims to assist department/agencies in establishing internal audit (IA) to promote, among others, the effective, efficient, ethical an economical operations in government. It also serves as a generic guide for internal auditors to understand the nature and scope of the IA function in the public sector including the institutional arrangements, protocols, and the processes for the conduct of IA.
100010001	Supply and Delivery of Frames for the 8th GQMC Recognition Ceremony	SPIB	Negotiated Procurement - Small Value Procurement	3rd Quarter				GoP		155,232.00		Intended for the Certificate of Recognition during the 8th GQMC Recognition Ceremony for Government Organizations with ISO 9001:2015 QMS Certification.
100010001	Lease of Venue with Meals for the Conduct of the 8th Government Quality Management Committee Recognition Ceremony	SPIB	Agency to Agency	3rd Quarter				GoP		743,000.00		As one of the objectives of the Government Quality Management Program under Executive Order No. 605, the 8th GQMC recognition ceremony aims to recognize government entities in the Executive Branch which have achieved ISO 9001:2015 QMS certifications and have evidently shown exemplary continual improvement through the achievement of certain level of quality service satisfaction.
100010001	Supply and Delivery of Glass Plaques for the Special Award to be given during the 8th GQMC Recognition Ceremony	SPIB	Negotiated Procurement - Small Value Procurement	3rd Quarter				GoP		13,000.00		For the special awards which will be given to those ISO 9001:2015 QMS certified government organizations which have evidently shown exemplary/innovative improvement through the achievement of certain level of quality service satisfaction.

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100010001	Consulting Services for the Conduct of Internal Quality Audit Team Planning and Workshop	CPMS	Negotiated Procurement - Small Value Procurement			1st Quarter		GoP		75,000.00		The engagement of the consultant will develop the skills and competence of the DBM IQA Team in performing their duties and responsibilities.
100010001	Lease of Venue for the Conduct of the DBM IQA Team Training	CPMS	Negotiated Procurement - 53.10 Lease of Venue			1st Quarter		GoP		366,172.00		For the conduct of training for the DBM IQA Team.
100010001	Lease of Venue for the Conduct of Regional Coordination Meeting	LGRCB	Negotiated Procurement - 53.10 Lease of Venue			4th Quarter		GoP		138,360.00		For the conduct of Regional Coordination Meeting
100010001	Subscription of Secure Socket Layer Certificate	ICTSS	Negotiated Procurement - Small Value Procurement			1st Quarter		GoP		62,000.00		The SSL Certificate is the "passport" of the digital document that verify that the security and authenticity of the interaction. Designed to establish encryption and identity assurance. It enables encrypted communication between a web server and a web browser. SSL ensures that all data passed between the web server and browser remains private and secure.
100010001	Supply and Delivery of Drinking Water	AS-GSD	Public Bidding			1st Quarter		GoP		1,700,000.00		Provision of drinking water for the DBM Central Office. With approved Multi-year Contractual Authority No. MYCA-BMB-C-190000033 CY 2020 - P850,000.00 CY 2021 - P850,000.00
100010001	Petroleum, Oil and Lubricants	AS-GSD	Public Bidding			1st Quarter		GoP		27,000,000.00		Provision of Petroleum, Oil and Lubricants for DBM Central and Regional Offices With approved Multi-year Contractual Authority No. MYCA-BMB-C-190000032 CY 2020 - 13,500,000.00 CY 2021 - 13,500,000.00
100010001	Janitorial Services	AS-GSD	Public Bidding			1st Quarter		GoP		33,000,000.00		Provision of janitorial services for the DBM Central Office and Arcahe Building. With approved Multi-year Contractual Authority No. MYCA-BMB-C-190000035 CY 2020 - 16,500,000.00 CY 2021 - 16,500,000.00
100010001	Mobile Phone Line	AS-GSD	Public Bidding			1st Quarter		GoP		4,400,000.00		Provision of Mobile Phone Lines for the DBM Officials and other authorized Personnel. With approved Multi-Year Contractual Authority No. MYCA-BMB-C-19-0000034 CY 2020 - 2,200,000.00 CY 2021 - 2,200,000.00
100010001	Security Services	AS-GSD	Public Bidding			1st Quarter		GoP		39,000,000.00		Provision of Security Services for the DBM Central Office With approved Multi Year Contractual Authority No. MYCA-BMB-C-19-0000036 CY 2020 - 19,500,000.00 CY 2021 - 19,500,000.00
100010001	Rental of Photocopying Machine	AS-GSD	Public Bidding			1st Quarter		GoP		5,100,000.00		Rental of Photocopying Machine for the DBM Central Office. With approved Multi-Year Contractual Authority No. MYCA-BMB-C-19-0000037 CY 2020 - 2,550,000.00 CY 2021 - 2,550,000.00
100010001	Outsourcing of Multi-Skilled Workers	AS-GSD	Public Bidding			1st Quarter		GoP		12,000,000.00		Provision of ten (10) skilled workers and one (1) facility engineer for the maintenance of DBM Buildings and facilities. With approved Multi-Year Contractual Authority No. MYCA-BMB-C-19-0000038 CY 2020 - 6,000,000.00 CY 2021 - 6,000,000.00
100010001	Cleaning of Air Conditioning Units	AS-GSD	Public Bidding			1st Quarter		GoP		2,800,000.00		Cleaning of various air-conditioning units located at the DBM Central Office.
100010001	Pest and Termite Management	AS-GSD	Negotiated Procurement - Small Value Procurement			1st Quarter		GoP		800,000.00		Pest and termite control services for the DBM Central Office

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100010001	Administration of Psychometric Exams for DBM Applicants and Employees	AS-HRMD	Public Bidding		1st Quarter			GoP		1,896,600.00		Provision of services for the administration of psychometric exams for the following: -screening of DBM Applicants; -screening of candidates for promotion; -screening of applicants for scholarship; -competency assessment for the succession planning.
100010001	Subscription of CISCO Equipment Licenses and Support Services	ICTSS	Public Bidding		1st Quarter			GoP		6,862,800.00		This project aims to further develop, strengthen, and improve efficiency and effectiveness of DBM Enterprise Network.
100010001	Provision of Courier Services	AS-CRD	Public Bidding		1st Quarter			GoP		10,500,000.00		Provision of Courier Service for the DBM Central Office. With approved Multi-Year Contractual Authority No. MYCA-BMB-C-19-0000005 CY 2020 - 3,500,000.00 CY 2021 - 3,500,000.00 CY 2022 - 3,500,000.00
100010001	Lease of Semi-Industrial Document Scanners	AS-CRD	Public Bidding		1st Quarter			GoP		7,980,000.00		Lease of Semi-Industrial Document Scanner With approved Multi-Year Contractual Authority No. MYCA-BMB-C-19-0000004 CY 2020 - 2,660,000.00 CY 2021 - 2,660,000.00 CY 2022 - 2,660,000.00
100010001	Preventive Maintenance for Scanners	AS-CRD	Negotiated Procurement - Small Value Procurement		1st Quarter			GoP		427,701.00		Preventive maintenance of two units of KODAK Scanners with approved Multi-year Contractual Authority No. MYCA-BMB-C-19-0000006 CY 2020 - 142,567.00 CY 2021 - 142,567.00 CY 2022 - 142,567.00
100010001	Printing of FY 2021 Budget Documents	BTB, OPCCB, FPRB	Agency to Agency		1st Quarter			GoP		29,335,000.00		Printing of FY 2021 Budget Call; NEP; GAA; BESF; Fiscal Risk Statement; Staffing Summary; Technical Notes on the Proposed Budget; President's Budget Message.
100010001	Lease of Venue for the Conduct of FY 2021 Budget Preparation and FY 2020 Budget Execution Guidelines	BTB	Agency to Agency		1st Quarter			GoP		2,970,000.00		For the Conduct of FY 2021 Budget Preparation and FY 2020 Budget Execution Guidelines
100010001	Common-Use Supplies and Semi-Equipment (CSE) Available at the Procurement Service	Central Office BSOs	Agency to Agency		As the need arises			GoP		7,217,765.02		Consistent with the DBM CY 2020 APP-CSE.
100010001	Office Supplies, Materials and Semi-Equipment NOT Available at the Procurement Service	Central Office BSOs	Negotiated Procurement - Small Value Procurement		As the need arises			GoP		7,322,234.98		Office Supplies, Materials and Semi-Equipment NOT Available at the Procurement Service and other office supplies and semi-equipment not listed in the PS Catalogue
100010001	Supply and Delivery of Hardware, Aircon Parts and other various maintenance Supplies	AS-GSD	Negotiated Procurement - Small Value Procurement		As the need arises			GoP		2,000,000.00		Purchase of hardware, aircon parts and maintenance supplies.
100010001	Supply and Delivery of Kyocera Printer Consumables	Central Office BSOs	Direct Contracting		As the need arises			GoP		5,720,000.00		purchase of Kyocera Printer consumables
100010001	Supply and Delivery of Semi-equipment, Semi-Furniture and Fixture	LS	Negotiated Procurement - Small Value Procurement		As the need arises			GoP		38,000.00		
100010001	Water	Central Office BSOs	WETI		Monthly			GoP		4,075,000.00		
100010001	Electricity	Central Office BSOs	WETI		Monthly			GoP		26,578,000.00		
100010001	Telephone (Landline)	Central Office BSOs	WETI		Monthly			GoP		2,480,000.00		
100010001	Internet	Central Office BSOs	WETI		Monthly			GoP		18,731,000.00		
100010001	Cable	Central Office BSOs	Renewal		Monthly			GoP		15,000.00		

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100010001	Repair and Maintenance of Buildings	AS-GSD	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		10,990,000.00		For the repair and maintenance of DBM Buildings
100010001	Repair and Maintenance of Office Equipment	AS-GSD	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		1,000,000.00		Repair and Maintenance of office equipment
100010001	Repair and Maintenance of Furniture/Equipment	AS-GSD	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		7,417,000.00		Repair and Maintenance of Furniture/Equipment
100010001	Repair and Maintenance of IT Equipment	ICTSS	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		7,550,000.00		Repair and Maintenance of IT Equipment
100010001	Repair and Maintenance of Military, Police and Security Equipment	ICTSS	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		5,000,000.00		Repair and Maintenance of Military, Police and Security Equipment
100010001	Repair and Maintenance of Communications Equipment	AS-GSD	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		500,000.00		Repair and Maintenance of Communications Equipment
100010001	Repair and Maintenance of Motor Vehicle	Central Office BSOs	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		10,410,000.00		Repair and Maintenance of Motor Vehicle
100010001	Repair and Maintenance of Other Machinery and Equipment	AS-GSD	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		500,000.00		Repair and Maintenance of Other Machinery and Equipment
100010001	Repair and Maintenance of Other Property and Equipment	AS-GSD	Negotiated Procurement - Small Value Procurement	As the need arises				GoP		500,000.00		Repair and Maintenance of Other Property and Equipment
100010001	Taxes and Registration Fees	AS	NA	As the need arises				GoP		233,000.00		Registration fees for motor vehicles and other required taxes.
100010001	Fidelity Bond Premium	AS	NA	As the need arises				GoP		684,000.00		Fidelity bond for bonded personnel
100010001	Insurance Expenses	AS	NA	As the need arises				GoP		6,088,000.00		Insurance for DBM Building and other DBM properties requiring insurance.
100010001	Meals	AS	NA	As the need arises				GoP		10,150,000.00		Provision of meals for the DBM Central Office during meetings and other official functions.
100010001	Subscription of VMware Licenses and Support Services	ICTSS	Negotiated Procurement - Small Value Procurement	1st Quarter				GoP		700,000.00		VMware license subscription and support services is vital in handling server's convergence and consolidation in sustaining the maximum utilization of the server's resources and at the same time reducing the number of physical servers.
100010001	ICT Equipment Licenses and Support Services	ICTSS	Public Bidding	1st Quarter				GoP		36,000,000.00		Intended for the continued online protection service of DBM Network Infrastructure from unauthorized users, malwares, online threats, internal/external intrusion and others.
100010001	Subscription of Google Suite (eMail Communication Service)	ICTSS	Public Bidding	1st Quarter				GoP		4,488,000.00		To sustain the cloud-based computing, productivity and collaboration tools that empowers DBM Officials and Employees organize their work, collaborate, plan and work efficiently.
100010001	Printing of: 1. DBM Bulletin 2. 2019 DBM Annual Report 3. 2020 People's Budget (English) 4. 2020 People's Budget (Filipino) 5. Quick Glance (English) 6. Quick Glance (Filipino) 7. Quick Glance (Visaya) 8. 2021 People's Proposed Budget	BITS	Public Bidding	1st Quarter				GoP		1,239,434.00		Printing of various DBM publications. The 2021 People's Proposed Budget is a publication that summarizes the proposed expenditure priorities and financing based on the National Expenditure Plan (NEP) for 2021. It presents the NEP in a non-technical manner and designed to be citizen-friendly.

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100010001	Printing of the Philippine Government Directory of Agencies and Officials with Envelopes	BITS	Public Bidding	4th Quarter				GoP		2,351,766.67		Printing of the 2021 Philippine Government Directory of Agencies and Officials. The Government Directory contains the names of Key Officials and addresses, phone numbers, and other contact details of government offices.
100010001	Subscription of Freshdesk Ticketing Tool	ICTSS	Public Bidding	1st Quarter				GoP		1,039,000.00		A tool that streamline IT operations from ticket creation to ticket management and resolution in order to achieve better customer satisfaction.


Prepared by BAC SECRETARIAT :


Joyce D. Labao


RECOMMENDING APPROVAL :


VIRGILIO A. UMPACAN, JR.
B.U.D.G.E.T. Representative


ATTY. ROSEMARIE D. PAGALA
Member



EDEN D. PANBILINAN
Member


ROWEL D. ESCALANTE
Alternate Member


ANDREA CELENE M. MAGTALAS
Vice Chairperson


ACHILLES GERARD C. BRAVO
Chairperson

Approved
 Disapproved


WENDEL E. AVISADO
Acting Secretary, DBM
Date: September 20, 2019