

**DEPARTMENT OF BUDGET AND MANAGEMENT REGIONAL OFFICE IV-A
ANNUAL PROCUREMENT PLAN - NON CSE for FY 2020**

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 IB/REI	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				FY2020 GAA RA 11465	158,200	158,200		Supplies available at the Procurement Service
100000100001000 310200100001000	Procurement of Various Common-use Supplies	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				FY2020 GAA RA 11465	369,200	369,200		Supplies based on the approved APP-CSE but not available at the Procurement Service
100000100001000 310200100001000	Procurement of Various Other Supplies	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				FY2020 GAA RA 11465	15,600	15,600		Supplies for janitorial, electrical, plumbing, etc.
100000100001000 310200100001000	Purchase of Accountable Forms	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	January, May, September 2020				FY2020 GAA RA 11465	6,000	6,000		Procurement of check booklet and other forms
100000100001000	Procurement of Supplies for Petroleum, Oil and Lubricants	RO	Public Bidding and Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				FY2020 GAA RA 11465	100,000	100,000		Procurement shall be done by Fleet Card System (done through public bidding by DBM-CO) and Negotiated Procurement for other supplies not covered by the Fleet Card System
100000100001000 310200100001000	Procurement of Semi- Expendable Office Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				FY2020 GAA RA 11465	52,000	52,000		Purchase of bulletin/display board, motorized projector screen, electric fans, intercom and other office equipment for replacement
100000100001000	Procurement of Semi- Expendable ICT Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				FY2020 GAA RA 11465	52,000	52,000		Purchase of monitors, UPS, external hard drives, IT equipment parts, etc.
100000100001000	Procurement of Semi- Expendable Furniture/ Fixtures	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				FY2020 GAA RA 11465	52,000	52,000		Purchase of window blinds, cabinets, etc.
100000100001000	Water Supply	RO	Direct Contracting	January 2020				FY2020 GAA RA 11465	60,000	60,000		Supply and delivery of water service
	Procurement of Drinking Water	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	June 2020				FY2020 GAA RA 11465	15,000	15,000		Provision of purified drinking water (40 gallons per month)
100000100001000	Postage and Courier Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				FY2020 GAA RA 11465	20,000	20,000		Postage and mailing requirements of DBM RO IV-A.
100000100001000	Communication Services - Mobile	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				FY2020 GAA RA 11465	72,000	72,000		Provision of cellular lines for the Director, Asst. Director and 3 Division Chiefs.
100000100001000	Communication Services - Landline	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				FY2020 GAA RA 11465	96,000	96,000		DBM RO IV-A telephone requirements.
100000100001000	Internet Expenses	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				FY2020 GAA RA 11465	180,000	180,000		Annual subscription of internet services.

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	Janitorial Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	October 2019				FY2020 GAA RA 11465	510,000	510,000		Provision of 2 janitorial attendants
100000100001000	Security Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	October 2019				FY2020 GAA RA 11465	696,000	696,000		Provision of 2 Security Guards.
100000100001000	Pest Control Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2019				FY2020 GAA RA 11465	22,000	22,000		Spraying/defogging of office premises every quarter
100000100001000	Repairs and Maintenance of Office Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				FY2020 GAA RA 11465	78,000	78,000		Repair and maintenance of DBM RO IV-A office equipment.
100000100001000	Repairs and Maintenance of ICT Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				FY2020 GAA RA 11465	20,000	20,000		Repair and preventive maintenance of ICT equipment.
100000100001000	Repair and Maintenance of Transportation Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				FY2020 GAA RA 11465	103,000	103,000		Repairs and maintenance of DBM RO IV-A 2 motor vehicles.
100000100001000	Insurance of Building (Contents Only)	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	March 2020				FY2020 GAA RA 11465	40,000	40,000		Insurance coverage of DBM RO IV-A properties including office equipment furniture and fixtures.
	Insurance of Transportation Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	August and October 2020				FY2020 GAA RA 11465	23,000	23,000		Insurance coverage of 2 motor vehicles.
	Floater Insurance	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	December 2019				FY2020 GAA RA 11465	7,000	7,000		Insurance coverage for laptops
100000100001000	Lease/Rental of Venue for the Conduct of Regional Budget Fora, Training/ Capacity Building, GAD activities	RO	Negotiated Procurement (Lease of Real Property Sec. 53.10 and Small Value Procurement Sec. 53.9)	Year-round				FY2020 GAA RA 11465	200,000	200,000		Lease of venue/accommodation for the conduct of various trainings. Year-end assessment
	Year-End Assessment	RO		December 2020				FY2020 GAA RA 11465	50,000	50,000		
100000100001000	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				FY2020 GAA RA 11465	200,000	200,000		Provision for meals and catering services during official meetings and other activities conducted by DBM RO IV-A. year-end assessment/activity
	Year-End Assessment	RO		December 2020				FY2020 GAA RA 11465	50,000	50,000		
100000100001000	Rental of Photocopying Machine	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2019				FY2020 GAA RA 11465	53,000	53,000		Rental of 1 unit photocopying machine.
100000100001000	Newspaper Subscription	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	December 2019				FY2020 GAA RA 11465	10,000	10,000		Subscription of 2 newspapers daily (except holidays & weekends).

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				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	Cable Connection	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2020				FY2020 GAA RA 11465	11,000	11,000		Annual subscription of cable television.
100000100001000	Other MOOE	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				FY2020 GAA RA 11465	494,600	494,600		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									3,815,600	3,815,600	-	


Prepared by:

Reviewed by:

Approved by:


ELLA LORRAINE D. OBRA
Budget and Management Specialist II
BAC Secretariat


NYMPHA R. MANALASTAS
Director III
BAC Chairperson


RUBY R. ESTEBAN
Regional Director

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-001**

Name of the Project: **Office Supplies**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	Supplies Procurement Procurement of various common-use office supplies	Various	158,200.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			158,200.00												

Prepared by:


MA. ROWENA F. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for the purchase of various office supplies (based on the approved APP-CSE) shall be charged against the appropriation for Supplies and Materials Expenses - Office Supplies Expenses for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Agency-to-Agency through the DBM-Procurement Service (Sec. 53.5).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

Project Reference Number: **PPMP-2020-002**
Name of the Project: **Office Supplies**
(Not Available at PS)
Location of the Project: **DBM ROIV-A**


End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	Supplies Procurement Procurement of various common-use office supplies that are not available at the Procurement Service	Various	369,200.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			369,200.00												

Prepared by:

Approved by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

- Notes: 1. The budget for the purchase of various office supplies (based on the approved APP-CSE) that are not available at the Procurement Service shall be charged against the FY 2020 appropriations for Supplies and Materials Expenses - Office Supplies Expenses and Other MOOE.
2. The mode of procurement for office supplies including toner cartridges and other supplies & materials shall be done by Negotiated Procurement - Shopping (Sec. 52.1.b) and Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

Project Reference Number: PPMP-2020-003

Name of the Project: Procurement of Other

Supplies and Materials

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions


Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	<i>Procurement of Various Other Supplies</i> Procurement of various supplies and and materials for janitorial, plumbing, electrical & other supplies that are not available at the Procurement Service	1	15,600.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			15,600.00												

Prepared by:

Approved by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

- Notes: 1. The budget for the purchase of various other supplies for janitorial, electrical, plumbing, etc. shall be charged against the FY 2020 appropriation for Supplies and Materials Expenses - Other Supplies and Materials Expenses.
2. The mode of procurement for other supplies and materials that are not available at the Procurement Service shall be done by Negotiated Procurement - Shopping (Sec. 52.1.b) and Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-004**


Name of the Project: **Accountable Forms**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	Procurement of Accountable Forms Procurement of accountable forms (check booklets and other forms)	Various	6,000.00	X (2020)				X (2020)				X (2020)			
Total Budget Amount			6,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for the purchase of accountable forms shall be charged against the appropriation for Supplies and Materials Expenses - Accountable Forms Expenses for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Agency-to-Agency thru Landbank and other entities (Sec. 53.5).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

Project Reference Number: **PPMP-2020-005**

Name of the Project: **Supplies for Petroleum, Oil and Lubricants**


End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Supplies for Petroleum, Oil and Lubricants	1	100,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			100,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for the purchase of petroleum, oil and lubricants for 2 official vehicles shall be charged against the FY 2020 appropriation for Supplies and Materials Expenses - Petroleum, Oil and Lubricants Expenses.
2. The mode of procurement shall be done by Fleet Card System (done through public bidding by the DBM Central Office) and Negotiated Procurement - Small Value Procurement (Sec. 53.9) for other lubricants and other automotive supplies not covered by the Fleet Card System.

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

Project Reference Number: PPMP-2020-006

Name of the Project: Purchase of Semi-Expendable

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Office Equipment


Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	Purchase of Semi-Expendable Office Equipment Procurement of various semi-expendable office equipment not regularly purchased (new acquisition or replacement of unserviceable items)	Various	52,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			52,000.00												

Prepared by:

Approved by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

- Notes: 1. The budget for the purchase of various semi-expendable office equipment (bulletin/display board, motorized projector screen, electric fans, intercom and other office equipment for replacement) shall be charged against the appropriation for Semi-Expendable Machinery and Equipment Expenses - Office Equipment for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Agency-to-Agency through the DBM-Procurement Service (Sec. 53.5) and items not available at the Procurement Service shall be done by Negotiated Procurement - Shopping (Sec. 52.1.b) and Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-007**

Name of the Project: **Purchase of Semi-Expendable**


ICT Equipment

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
00001000010	Purchase of Semi-Expendable ICT Equipment Procurement of various semi-expendable ICT equipment not regularly purchased (new acquisition or replacement of unserviceable items)	Various	52,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			52,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

- Notes: 1. The budget for the purchase of various semi-expendable ICT equipment (monitors, UPS, external hard drives, IT equipment parts, etc.) shall be charged against the FY 2020 budget for Supplies and Materials Expenses - Semi-Expendable Machinery & Equipment Expenses - ICT Equipment.
2. The mode of procurement shall be done by Negotiated Procurement - Agency-to-Agency through the DBM-Procurement Service (Sec. 53.5) and items not available at the Procurement Service shall be done by Negotiated Procurement - Shopping (Sec. 52.1.b) and Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

Project Reference Number: **PPMP-2020-008**

Name of the Project: **Purchase of Semi-Expendable**

Furniture/Fixtures

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions


Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
00001000010	Purchase of Semi-Expendable Furniture/Fixtures Procurement of various semi-expendable furniture/fixtures not regularly purchased (new acquisition or replacement of unserviceable items)	Various	52,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			52,000.00												

Prepared by:

Approved by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

- Notes: 1. The budget for the purchase of semi-expendable furniture/fixtures (window blinds, cabinets, etc.) shall be charged against the FY 2020 budget for Supplies and Materials Expenses - Semi-Expendable Furniture, Fixtures & Books Expenses - Furniture/Fixtures.
2. The mode of procurement shall be done by Negotiated Procurement - Agency-to-Agency through the DBM-Procurement Service (Sec. 53.5) and items not available at the Procurement Service shall be done by Negotiated Procurement - Shopping (Sec. 52.1.b) and Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-008**


Name of the Project: **Water Supply**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	Water Supply - Water services	1	60,000.00	X (2020)											
	- Supply of purified drinking water (40 gallons per month)	480	15,000.00						X (2020)						
Total Budget Amount			75,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for Water Supply shall be charged against the FY 2020 appropriations for Utility Expenses - Water Expenses and Other MOOE.

2. The mode of procurement shall be done by Direct Contracting for water supply/consumption of the Regional Office and Negotiated Procurement - Small Value Procurement (Sec. 53.9) for purified drinking water.

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

Project Reference Number: **PPMP-2020-010**

Name of the Project: **Communication Services -**

Mobile

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions


Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	Communication Services - Mobile - For the Director - For the Asst. Director - For the 3 Division Chiefs	1 1 3	72,000.00	X (2020)											
Total Budget Amount			72,000.00												

Prepared by:

Approved by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

- Notes: 1. The budget for Communication Services - Mobile shall be charged against the appropriation for communication Expenses - Telephone Expenses - Mobile for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).
3. The budget for Telephone Expenses - Mobile of officials may exceed the allowable limit per month due to official calls made to client agencies in the absence of PLDT operator-assisted services for domestic calls.
Monthly Mobile Plans of Officials: (a) Director IV - P1,800.00; (b) Director III - P1,500.00; and (c) 3 Division Chiefs - P800.00 each.

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

Project Reference Number: PPMP-2020-011

Name of the Project: Communication Services -
Landline

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Communication Services - Landline	5	96,000.00	X (2020)											
Total Budget Amount			96,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for Communication Services - Landline (5 landline telephones) shall be charged against the FY 2020 appropriations for Communication Expenses - Telephone Expenses - Landline and Other MOOE.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-012**


Name of the Project: **Internet Services**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
310200100001000	Communication Services - Internet	1	180,000.00	X (2020)											
Total Budget Amount			180,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for Internet Services shall be charged against the FY 2020 appropriations for Communication Expenses - Internet Expenses and Other MOOE.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-013**


Name of the Project: **Janitorial Services**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUG.	SEPT.	OCT.	NOV.	DEC.
100000100001000	Janitorial Services - to provide 2 janitorial attendants for the daily upkeep & maintenance of the Office wherein maintenance operations will be performed in 2 shifts from 7am-4pm & from 9am-6pm Monday to Saturday - daily maintenance work shall include sweeping, mopping, waxing & polishing of floors; disposal of trash; wiping of windows, tables & chairs, and all other office furnitures & equipment; washing all areas of the comfort rooms & applying fresheners and disinfectants - to perform miscellaneous services whenever required such as moving of office furnitures, equipment & supplies; & assisting/attending to the needs of the staff during meetings, seminars, etc. - to provide the necessary equipment & supplies that would be needed in the daily maintenance work of the janitors such as floor polisher, vacuum cleaner, etc.	1	510,000.00										X (2019)		
Total Budget Amount			510,000.00												

Prepared by:


MA. ROWENA P. GONZALES
 Chief Administrative Officer
 Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
 Regional Director
 Date: September 9, 2019

Notes: 1. The one (1) year budget for Janitorial Services (January 1 to December 31, 2020) shall be charged against the FY 2020 appropriation for General Services - Janitorial Services.

2. The ABC includes VAT, contingency to cover overtime pay and hiring of additional janitorial attendants, if needed, and other administrative costs.

3. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-014**

Name of the Project: **Security Services**

Location of the Project: **DBM ROIV-A**

PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Security Services - to provide qualified, trained & experienced Security Guards & protect life & property in the office/premises from intrusions, theft, robbery, loss, damage, assault & other unlawful activities; - to assign 2 Security Guards to DBM ROIV-A rendering 8-hours duty from 6am - 2pm & from 2pm - 10pm daily including Saturdays, Sundays & holidays; - to provide sufficient/adequate licensed firearms & ammunitions to their Security Guards as specifically stated in the Security Plan, including uniforms that should be worn while in the performance of their official duties	1	696,000.00										X (2019)		
Total Budget Amount			696,000.00												

Prepared by:


MA. ROWENA P. GONZALES
 Chief Administrative Officer
 Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
 Regional Director
 Date: September 9, 2019

- Notes: 1. The one (1) year budget for Security Services (January 1, 2020 to December 31, 2020) shall be charged against the FY 2020 appropriations for General Services - Security Services and Other MOOE.
 2. The ABC includes VAT, contingency for hiring of additional security guards, if needed, and other administrative costs.
 3. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-015**


Name of the Project: **Pest Control Services**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Other General Services - Pest Control Spraying/defogging/misting of office premises every quarter	1	22,000.00											X (2019)	
Total Budget Amount			22,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for Pest Control Services shall be charged against the appropriation for General Services - Other General Services for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

Project Reference Number: PPMP-2020-016

Name of the Project: Repair and Maintenance

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

of Office Equipment

Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Repair and Maintenance of Office Equipment	1	78,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			78,000.00												

Prepared by:

Approved by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for repairs and maintenance of office equipment including replacement of defective parts shall be charged against the FY 2020 appropriation for Repairs and Maintenance - Machinery & Equipment - Office Equipment.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: PPMP-2020-017


Name of the Project: Repair and Maintenance
of ICT Equipment

Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Repairs and Maintenance of ICT Equipment	1	20,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			20,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for repairs and maintenance of ICT equipment for FY 2020 including replacement of defective parts shall be charged against the appropriation for Repairs and Maintenance - Machinery & Equipment - ICT Equipment.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

Project Reference Number: PPMP-2020-018

Name of the Project: Repair and Maintenance
of Transportation Equipment

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Repair and Maintenance of Transportation Equipment	2	103,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			103,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for repairs and maintenance of transportation equipment (2 official vehicles) including replacement of defective parts shall be charged against the FY 2020 appropriation for Repairs and Maintenance - Transportation Equipment.

2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

Project Reference Number: PPMP-2020-019

Name of the Project: Insurance of
Building (Contents only) &
Transportation Equipment

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions


Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Insurance of Building (Contents Only)	1	40,000.00			X (2020)									
	Floater Insurance (for laptops)	1	7,000.00												X (2019)
	Insurance of Transportation Equipment	2	23,000.00								X (2020)		X (2020)		
Total Budget Amount			70,000.00												

Prepared by:

Approved by:


MA. ROWENA R. GONZALES
Chief Administrative Officer
Date: September 9, 2019


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for insurance of building & transportation equipment for FY 2020 shall be charged against the appropriation for Taxes, Insurance Premiums and Other Fees - Insurance Expenses.
2. The mode of procurement shall be done by Negotiated Procurement - Agency-to-Agency through the GSIS (Sec. 53.5).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-020**

Name of the Project: **Lease/Rental of Venue**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	Lease/Rental of Venue for the Conduct of Regional Budget Fora, Training/Capacity Building, Team Building, GAD Activities, FDU Meetings, and other related activities		200,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
	Year-End Assessment		50,000.00												X (2020)
Total Budget Amount			250,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

- Notes: 1. The budget for the lease/rental of venues for the conduct of budget fora, training/capacity building activities, year-end assessment, and other related activities shall be charged against Training and Scholarship Expenses - Training Expenses and Other MOOE appropriations for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Lease of Real Property (Sec. 53.10) and Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

Project Reference Number: PPMP-2020-021

Name of the Project: Provision for Meals
and Catering Services


End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000 310200100001000	<i>Provision for Meals and Catering Services for official meetings/ activities hosted/conducted by the Office</i>		200,000.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
	<i>Year-End Assessment</i>		50,000.00												X (2020)
Total Budget Amount			250,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for the the provision of meals and catering services during official meetings, training/capacity building activities, GAD activities and other related activities conducted by the Office shall be charged against Other MOOE - Representation Expenses and Other MOOE appropriations for FY 2020.

2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-022**

Name of the Project: **Rental of Photocopying
Machine**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Rental of Photocopying Machine 1. Minimum volume of 7,000 copies per month 2. Cost = P 0.59/copy 3. Allowable spoilage = 2% of gross copies made 4. Free supply of consumables except paper; maintenance and services; spare parts/machine replacement	1	53,000.00											X (2019)	
Total Budget Amount			53,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget of P 53,000.00 that is based on a projected volume (minimum) of 7,000 copies per month at P0.59 per copy shall be charged against the appropriation for Other MOOE - Rent/Lease Expenses - Equipment.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: Department of Budget and Management Regional Office IV-A

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: PPMP-2020-023

Name of the Project: Newspaper Subscription

Location of the Project: DBM ROIV-A


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Newspaper Subscription Delivery/Supply of 2 newspapers daily (except during holidays and weekends)	2	10,000.00												X (2019)
Total Budget Amount			10,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for the supply/delivery of newspaper shall be charged against the appropriation for Other MOOE - Subscription Expenses for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-024**


Name of the Project: **Cable Connection**

Location of the Project: **DBM ROIV-A**

PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Cable Connection	1	11,000.00	X (2020)											
Total Budget Amount			11,000.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for Cable Connection shall be charged against Other MOOE - Subscription Expenses for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).

Name of Procuring Entity: **Department of Budget and Management Regional Office IV-A**

End User/Unit : Offices of the Director and Assistant Director, Technical and Administrative Divisions

Project Reference Number: **PPMP-2020-025**


Name of the Project: **Other MOOE**

Location of the Project: **DBM ROIV-A**


PROJECT PROCUREMENT MANAGEMENT PLAN

CODE	GENERAL DESCRIPTION	QUANTITY SIZE	ESTIMATED BUDGET	SCHEDULE / MILESTONE OF ACTIVITIES											
				JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT.	OCT.	NOV.	DEC.
100000100001000	Other MOOE	1	494,600.00	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)	X (2020)
Total Budget Amount			494,600.00												

Prepared by:


MA. ROWENA P. GONZALES
Chief Administrative Officer
Date: September 9, 2019

Approved by:


RUBY R. ESTEBAN
Regional Director
Date: September 9, 2019

Notes: 1. The budget for meals during special activities like DBM anniversary and Christmas party and all other expenses that could not be categorized in the specific MOOE items shall be charged against Other MOOE for FY 2020.
2. The mode of procurement shall be done by Negotiated Procurement - Small Value Procurement (Sec. 53.9).