



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE NO. V

March 23, 2021

MEMORANDUM

FOR : **THE EXECUTIVE DIRECTOR IV**
Government Procurement Policy Board Technical Support Office
(GPPB-TSO)

CC : The Resident COA Auditor
The Administrative Service
DBM-Central Office

FROM : The Regional Director
DBM-Region V

Subject : **DBM REGION V- SUBMISSION OF ANNUAL
PROCUREMENT PLAN (APP) FOR FY 2021**

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- 1.0 Transmitted herewith is the approved Annual Procurement Plan (APP) for FY 2021 of DBM Regional Office V, together with the posting certification in compliance with GPPB Circular No. 02-2020.
 - 2.0 For your reference, please.

Digitally signed by
Renato M. de Vera
Date: 2021.03.23
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RENATO M. DE VERA, MNSA, CESO III

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
 Regional Office No. V, Rawis, Legazpi City
 Annual Procurement Plan for FY 2021

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	
MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)											
A. Supplies, Materials, Tools and Equipment Expenses											
Common use supplies	FAD/TD	NP-53.9 - Small Value Procurement/NP-53.5 Agency-to-Agency		Year-round		2021 GAA	1,400,350.58	1,400,350.58		Office supplies & materials available at PS. (see attached APP-CSE 2021)	
Semi-Expendable Property Plant & Equipment	FAD/TD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	31,649.42	31,649.42		Various Semi-Expendable Property Plant & Equipment (F.Y 2021)	
Semi-Expendable Property Plant & Equipment	FAD/TD	NP-53.9 - Small Value Procurement		Year-round		2020 GAA, R.A 11465 Continuing Appropriation	1,070,100.00	1,070,100.00		Various Semi-Expendable Property Plant & Equipment (2020 GAA Continuing Appropriation, See attached Listing)	
Airline Tickets	FAD/TD	NP-53.5 Agency-to-Agency NP-53.14 - Direct Retail Purchase		Year-round		2021 GAA	250,000.00	250,000.00		Airline Tickets funded by available allotments for travelling expenses	
Supply/provision of gasoline & Lubricants for official motor vehicles.	FAD	Public Bidding (Fleet Card) Central Office/ NP-53.14 - Direct Retail Purchase		Jan. 2021 Year-round		2021 GAA	220,000.00	220,000.00		For Office vehicles.	
Other Supplies and Material Expenses	FAD	NP-53.9 - Small Value Procurement NP-53.2 - Emergency Cases		Year-round		2021 GAA	646,000.00	646,000.00		Maintenance supplies to be procured as the need arises	
Other Supplies and Material Expenses	FAD	NP-53.9 - Small Value Procurement NP-53.2 - Emergency Cases		Year-round		2020 GAA, R.A 11465 Continuing Appropriation	13,593.90	13,593.90		Maintenance supplies to be procured as the need arises	
B. General Services											
Janitorial Services	FAD/TD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	683,000.00	683,000.00		Renewal of Contract per item 7.2.2 of NBC 583	
Security Services	FAD/TD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	845,000.00	845,000.00		Renewal of Contract per item 7.2.2 of NBC 583	
Other Services	FAD/TD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	575,000.00	575,000.00			
C. Repair and Maintenance											
Building	FAD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	164,000.00	164,000.00		Minor Repairs in DBM Office Building	
Machinery and Equipment	FAD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	301,000.00	301,000.00		Office equipment , ICT and Other machinery/equipment	
Transportation Equipment	FAD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	60,000.00	60,000.00			
Other Property plant and equipment	FAD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	165,000.00	165,000.00			
Provision of other maintenance & other operating Expenses	FAD	NP-53.9 - Small Value Procurement		Year-round		2021 GAA	90,000.00	90,000.00		To be procured as the need arises.	
D. Utility Expenses											
Water Expenses	FAD/TD	Direct Contracting		Year-round		2021 GAA	117,000.00	117,000.00			
Electric Expenses	FAD/TD	Direct Contracting		Year-round		2021 GAA	702,000.00	702,000.00			
E. Communication Expenses											
Postage and Courier Services	FAD	Direct Contracting NP-53.9 - Small Value Procurement		Year-round		2021 GAA	201,000.00	201,000.00			
Telephone Expenses	FAD	Direct Contracting		Year-round		2021 GAA	186,000.00	186,000.00			
Internet expenses	FAD	Direct Contracting		Year-round		2021 GAA	241,000.00	241,000.00		For Upgrading to Direct Line Connection	

Cable, Satellite, telegraph & Radio Expenses	FAD	Direct Contracting	Year-round				2021 GAA	5,000.00	5,000.00	
F. Other Maintenance and Operating Expenses										
Representation Expenses (Includes meals and venue for the conduct of meetings/trainings with client agencies)	FAD	NP-53.9 - Small Value Procurement/ NP-53.10 Lease of Real Property and Venue	Year-round				2021 GAA	880,000.00	880,000.00	Venue and Catering Services
Newspaper Subscription	DBM-ROV	Direct Contracting	Year-round				2021 GAA	24,000.00	24,000.00	
SUB-TOTAL							8,870,693.90	8,870,693.90		
CAPITAL OUTLAY (CO)							1,660,000.00	1,660,000.00		
OFFICE EQUIPMENT										
Upgrading/ Replacement of Electrical Main Feeder Line of Department of Budget and Management ROV Building	DBM-ROV	NP-53.9 - Small Value Procurement (Electrical Main Feeder Line)	Apr. 2021	Apr. 2021	Apr. 2021	Apr. 2021	2020 GAA, R.A 11465 Continuing Appropriation	520,000.00	520,000.00	Upgrade and Replacement of Existing Electrical Main Feeder Line of DBM-ROV.
Photocopier Specification: Minimum 16 ppm	DBM-ROV	NP-53.9 - Small Value Procurement	Dec. 2020	Dec. 2020	Jan. 2021	Jan. 2021	2021 GAA	150,000.00	150,000.00	Office Use
ID Maker Specification: Card Tray Capacity Input: 100 Output: 100 With Duplex Printing Memory: Minimum 32 MB Operating System: Windows Printer Speed:	DBM-ROV	NP-53.9 - Small Value Procurement	Dec. 2020	Dec. 2020	Jan. 2021	Jan. 2021	2021 GAA	160,000.00	160,000.00	Office Use
Aircon Unit for DBM-ROV Office Building Specification: Split Type Minimum: 2 HP Inverter Type	DBM-ROV	NP-53.9 - Small Value Procurement	Feb. 2021	Feb. 2021	Feb. 2021	Feb. 2021	2021 GAA	350,000.00	350,000.00	6 Units: 1 Unit for Office of the Dir. IV 1 Unit for Office of the Dir. III 1 unit for Office of the Secretary 2 units for FAD 1 unit for Exercise Room
Aircon Unit for DBM-ROV Office Building Specification: Split Type Minimum: 1.5 HP Inverter Type	DBM-ROV	NP-53.9 - Small Value Procurement	Mar. 2021	Mar. 2021	Mar. 2021	Mar. 2021	2020 GAA, R.A 11465 Continuing Appropriation	480,000.00	480,000.00	8 units: 3 units for Technical Division A, B & C 4 units for 3rd Floor Conference Room 1 unit for 3rd Floor Back Lobby
ICT EQUIPMENT							342,165.78	342,165.78		
Fast Scanner with Feeder	DBM-ROV	NP-53.9 - Small Value Procurement	Dec. 2020	Dec. 2020	Jan. 2021	Jan. 2021	2021 GAA	210,000.00	210,000.00	3 units: 1 unit for CPRU, 1 unit for Records, 1 unit for Technical Division
Printer Dot Matrix 24 pin wide carriage	DBM-ROV	NP-53.9 - Small Value Procurement	Jan. 2021	Jan. 2021	Jan. 2021	Jan. 2021	2021 GAA	45,000.00	45,000.00	For Technical Division
UPS, Heavy Duty Minimum Specifications: 1000VA Rating 230V Input Output 600W Power Rating	DBM-ROV	NP-53.9 - Small Value Procurement	Apr. 2021	Apr. 2021	Apr. 2021	Apr. 2021	2020 GAA, R.A 11465 Continuing Appropriation	87,165.78	87,165.78	2 units. 1 unit for Copier, 1 unit for Server Room
SUB-TOTAL							2,002,165.78	2,002,165.78		
GRAND TOTAL							10,872,859.68	8,870,693.90	2,002,165.78	

Prepared by:



LENI S. SABEROLA
BAC Secretariat Head

Certified Correct by:



ANTONIO F. VILLANUEVA, JR.
BAC Chairperson

Approved by:



RENATO M. DE VERA, MISA, CESO III
Director IV

2021 CAPITAL OUTLAY PROJECTS FROM THE 2020 GAA CONTINUING APPROPRIATION

Item No.	Qty.	Unit	Description	Unit Price	Total Price	Procurement Schedule
1	8	units	Aircon Unit for DBM-ROV Office Building Specification: Split Type Minimum: 1.5 HP Inverter Type	60,000.00	480,000.00	Mar. 2021
2	2	units	UPS, Heavy Duty Minimum Specifications: 1000VA Rating 230V Input Output 600W Power Rating	43,582.89	87,165.78	Apr. 2021
3	1	lot	Upgrading/ Replacement of Electrical Main Feeder Line of Department of Budget and Management ROV Building	520,000.00	520,000.00	Apr. 2021
				TOTAL:	1,087,165.78	

RECAPITULATION:

2021 GAA	915,000.00
Add: 2020 Continuing Appropriation	1,087,165.78
TOTAL APP FOR CAPITAL OUTLAYS:	<u>2,002,165.78</u>

Prepared by:


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 BAC Secretariat Head

Certified Correct by:


ANTONIO F. VILLANUEVA, JR.
 BAC Chairperson

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 Director IV

2021 MOOE PROJECTS FROM THE 2020 GAA CONTINUING APPROPRIATION

Item No.	Qty.	Unit	Description	Unit Price	Total Price	Procurement Schedule
1	30	units	Swivel Chairs, Heavy Duty, w/ Arm Rest & Back Rest	10,500.00	315,000.00	Mar. 2021
2	25	units	Conference Tables, Made of Wood,	5,000.00	125,000.00	Apr. 2021
3	2	units	Safe, Heavy Duty, with Electronic/Manual Lock	14,000.00	28,000.00	Apr. 2021
4	6	units	Paper Shredder, Electric, Compact	8,000.00	48,000.00	Mar. 2021
5	12	units	Metal Rack Shelves, Collapsible, 3 Stories	10,000.00	120,000.00	Mar. 2021
6	9	units	Printer w/ Scanner, Photocopy Mode, Colored & Greyscale Output, Toner Based	14,900.00	134,100.00	Mar. 2021
7	1	lot	Labor & Materials, Storm Door Fabrication, Made of Marine Plywood	300,000.00	300,000.00	May 2021
8	1	lot	Lump Sum allocated for Other Supplies & Material Expenses	13,573.90	13,573.90	Year-round
				TOTAL:	1,083,673.90	

RECAPITULATION FOR MOOE:

2021 GAA		9,063,000.00
Less: Items not included in the APP		
Travel Expenses	613,000.00	
Training Expenses	278,000.00	
EME	136,000.00	
Insurance, Taxes, & Other Fees	249,000.00	1,276,000.00
 NET 2021 MOOE		 7,787,000.00
Add: 2020 Continuing Appropriation		1,083,673.90
 TOTAL APP FOR MOOE:		 <u>8,870,673.90</u>

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BAC Chairperson

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