



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

SUDLON, LAHUG, CEBU CITY

Tel. Nos. 505-4418; 505-7682; 505-7633; 505-5825; 256-1964; Telefax No. 253-9523

DEPARTMENT OF BUDGET
AND MANAGEMENT
RELEASED
DATE: 1-26-2021
BY: [Signature]
TIME: 3:00
REGION 7, CEBU CITY

January 25, 2021

MEMORANDUM

For : **ANDREA CELENE M. MAGTALAS**
Director IV
Information and Communication Technology Systems Service (ICTSS)

From : The Regional Director
DBM – Regional Officer No. VII

SUBJECT : **SUBMISSION OF THE FY 2021 ANNUAL PROCUREMENT PLAN
(APP 2021) OF THE DEPARTMENT OF BUDGET AND
MANAGEMENT ROVII**

- 1.0 We are submitting herewith our duly signed and approved Annual Procurement Plan for FY 2021 for posting in the DBM Transparency Seal.
- 2.0 Please acknowledge receipt hereof.

 Digitally signed
by Sanchez
Ricky Lee

RICKY L. SANCHEZ

**Department of Budget and Management ROVII
Annual Procurement Plan for FY 2021**

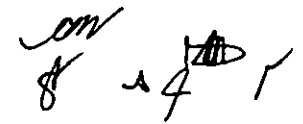
Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Activity/Project)
				Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
CURRENT:												
100010001, 302020000	Janitorial Services	FAD	Competitive Bidding	11/25/2020	12/15/2020	1/6/2021	1/15/2021	GoP	585,000.00	585,000.00	-	Three (3) Janitors
100010001	Security Services	FAD	Competitive Bidding	11/25/2020	12/15/2020	1/6/2021	1/15/2021	GoP	602,000.00	602,000.00	-	Three (3) Security Guards
100010001, 302020000	Driver and Clerical Services	FAD	Competitive Bidding	11/25/2020	12/15/2020	1/6/2021	1/15/2021	GoP	550,000.00	550,000.00	-	One (1) Alternate Driver/Reproduction Machine Operator and One (1) Clerk
100010001, 302020000	Messengerial Services	FAD	NP-53.9 - Small Value Procurement	12/28/2020	N/A	1/28/2021	1/28/2021	GoP	400,000.00	400,000.00	-	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 at least thrice a week (Monday, Wednesday, Friday). e. Shall timely provide list of tracking numbers for every mails delivered.
100010001, 302020000	Mineral Water	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	1/4/2021	1/4/2021	GoP	30,000.00	30,000.00	-	Minimum of 540 gallons
100010001, 302020000	Maintenance and Cleaning of Air Conditioning Units	FAD	NP-53.9 - Small Value Procurement	12/15/2020	N/A	1/4/2021	1/4/2021	GoP	76,000.00	76,000.00	-	Performed every last month of the quarter - 13 window type, 7 split/wall mounted and 8 floor mounted
100010001, 302020000	Repair and Maintenance of two (2) Motor Vehicles, 1 lot	FAD	NP-53.9 - Small Value Procurement	1/30/2021	N/A	2/28/2021	2/28/2021	GoP	100,000.00	100,000.00	-	Performed once every quarter for one (1) unit Toyota Innova and one (1) unit Toyota Commuter Van
100010001, 302020000	Pest Control Services	FAD	NP-53.9 - Small Value Procurement	1/13/2021	N/A	2/1/2021	2/1/2021	GoP	90,000.00	90,000.00	-	Performed once every quarter - General Pest Abatement Maintenance Program, Rat Abatement Maintenance Program, Termites Abatement Maintenance Program, Monthly - Fogging Coverage: 1st - 4th Floor, Grounds

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100010001, 302020000	Executive Office Table, 2 units	FAD	NP-53.9 - Small Value Procurement	3/1/2021	N/A	3/31/2021	3/31/2021	GoP	80,000.00	-	80,000.00	L-shaped Executive Table for RD and ARD's Office Color: Walnut Size: 200W X 100D X 75H -with mobile drawer and side return table
100010001, 302020000	Executive Office Swivel Chair, 2 units	FAD	NP-53.9 - Small Value Procurement	3/1/2021	N/A	3/31/2021	3/31/2021	GoP	50,000.00	-	50,000.00	For RD and ARD's Office - wooden, with arm rest, leatherette upholstered
100010001, 302020000	Executive Conference Table	FAD	NP-53.9 - Small Value Procurement	3/1/2021	N/A	3/31/2021	3/31/2021	GoP	20,000.00	-	20,000.00	240W X 120D X 76H, Color: Walnut, good for 8-10 persons - for RD's Conference Room
100010001, 302020000	Executive Conference Chairs, 10 units	FAD	NP-53.9 - Small Value Procurement	3/1/2021	N/A	3/31/2021	3/31/2021	GoP	35,000.00	35,000.00	-	without wheels, with armrest - for RD's Conference Room
100010001, 302020000	Executive Sofa Set with Center Table and Side Chairs	FAD	NP-53.9 - Small Value Procurement	3/1/2021	N/A	3/31/2021	3/31/2021	GoP	45,000.00	-	45,000.00	1 sofa, 2 side chairs, 1 center table - For RD's Office - Receiving Area
100010001, 302020000	Executive Office Wooden Cabinet, 2 units	FAD	NP-53.9 - Small Value Procurement	3/1/2021	N/A	3/31/2021	3/31/2021	GoP	40,000.00	-	40,000.00	For RD and ARD's Office Two-Door Cabinet Size: 80W X 40D X 200H
100010001, 302020000	Supply, Delivery and Installation of Interactive Display Projector	FAD	NP-53.9 - Small Value Procurement	4/1/2021	N/A	4/30/2021	4/30/2021	GoP	120,000.00	-	120,000.00	Interactive Display Projector - Zoom ration: 1.0-1.35 Digital Zoom, Screen Size: up to 100", Output: 3,500 lumens, Resolution: WXGA, Contrast Ratio: 14,000:1, Lamp Hours: 5,000 hours (Normal)/10,000 hours (ECO), with interactive function: digital pen and fingers
100010001, 302020000	Printer, 24-pin, 136 column, 1 unit	FAD	NP-53.9 - Small Value Procurement	3/1/2021	N/A	3/31/2021	3/31/2021	GoP	45,000.00	-	45,000.00	For Printing of NOSCA 24-pin wide carriage, 136 column
100010001, 302020000	Supply and Delivery of Floor Mounted Aircon. 4HP, with Digital Inverter Technology, 3 units	Div B, FAD	NP-53.9 - Small Value Procurement	2/1/2021	N/A	2/28/2021	2/28/2021	GoP	300,000.00	-	300,000.00	Floor Mounted Aircon. 4HP, with Digital Inverter Technology, 3 units
100010001, 302020000	Supply, Delivery and Installation of CCTV	FAD	NP-53.9 - Small Value Procurement	2/1/2021	N/A	2/28/2021	2/28/2021	GoP	90,000.00	-	90,000.00	Supply of DVR, 4TB Hard Drive, 8 Cameras (at least 5MP), Adaptor, 21.5" HD Monitor and including labor and installation


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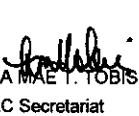
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100010001, 302020000	Electrical System Rehabilitation, one (1) lot	FAD	NP-53.9 - Small Value Procurement	1/18/2021	N/A	2/18/2021	2/18/2021	GoP	410,000.00	410,000.00	-	-Coverage: 1st and 2nd Floor of DBM ROVII Building - Scope of Work: Includes Materials and Labor - a. General Requirements - b. Replacement of Ground Floor Panel Boards - c. Replacement of 2nd Floor Panel Boards - d. Replacement and Installation of Wires and Cables - e. With warranty
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	80,000.00	80,000.00	-	Repairs and Maintenance - ICT Equipment and Other Office Equipment
100010001, 302020000	Office Supplies (APP-CSE)	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	01/2021,04/2021,06/2021,10/2021	01/2021,04/2021,06/2021,10/2021	GoP	543,000.00	543,000.00	-	-
100010001, 302020000	Travelling Expense (GFA)	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	600,000.00	600,000.00	-	-
100010001, 302020000	Seminars and Trainings	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	various dates	various dates	GoP	432,000.00	432,000.00	-	-
100010001, 302020000	Annual Planning, Performance Review, and Organizational Validation and Engagement Dialogue	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	03/2021	03/2021	GoP	156,000.00	156,000.00	-	26 personnel, 6,000/person
100010001, 302020000	Sports/Cultural Activity	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	10/2021	10/2021	GoP	39,000.00	39,000.00	-	26 personnel, 1,500/person
100010001, 302020000	Anniversary Celebration	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	04/2021	04/2021	GoP	36,000.00	36,000.00	-	36 personnel
100010001, 302020000	Year-End Assessment	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	12/2021	12/2021	GoP	156,000.00	156,000.00	-	26 personnel, 6,000/person
100010001, 302020000	Christmas Celebration	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	12/2021	12/2021	GoP	36,000.00	36,000.00	-	36 personnel
Sub-Total Current APP									5,746,000.00	4,956,000.00	790,000.00	
CONTINUING:												
100010001, 302020000	Installation of three (3) units Floor Mounted Aircon, 1 lot	Div B, FAD	NP-53.9 - Small Value Procurement	2/1/2021	N/A	2/28/2021	2/28/2021	GoP	80,000.00	80,000.00	-	Materials and Labor for the installation of 3 units Floor Mounted Aircon.
100010001, 302020000	Materials and Labor for the repair of various DBM ROVII facilities, 1 lot	FAD	NP-53.9 - Small Value Procurement	4/1/2021	N/A	4/30/2021	4/30/2021	GoP	200,000.00	200,000.00	-	Scope of work: a. Repair of Glass Doors located at the 1st and 2nd Floor b. Replacement of Tiles and repainting of Comfort Rooms located at 3rd Floor c. Repair of Ceiling located near Division B d. Replacements of some lighting fixtures to LED e. Repair of 4th Floor Ceiling



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100010001, 302020000	Supply of one (1) unit Rice Cooker	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	2/28/2021	2/28/2021	GoP	5,000.00	5,000.00		-Specifications: - with steamer - Multi-function - Capacity 5.6L
100010001, 302020000	Supply of three (2) units Air Purifier	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	2/28/2021	2/28/2021	GoP	29,000.00	29,000.00		-Specification: - Heavy Duty - Capacity: 40-60 sq m - Weight 5-10 kgs - Sensor: Dust, Odor, Humidity, Temperature - Filter Type: Pre-filter, Deodorizing filter, Humidifying Filter, HEPA Filter - low noise level - voltage: 220-240V - Digital Display - with warranty
Sub-Total Continuing APP									314,000.00	314,000.00	-	
Grand Total									6,060,000.00	5,270,000.00	790,000.00	

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Approved by:


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