



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT

September 30, 2020

**MEMORANDUM**

For : **The Director**  
Information and Communication Technology Systems Service  
(ICTSS)

From : Regional Director  
Regional Office IX

**SUBJECT : SUBMISSION OF THE FY 2021 INDICATIVE ANNUAL  
PROCUREMENT PLAN (APP)**

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1. We are furnishing you a copy of our FY 2021 Indicative Annual Procurement Plan for posting in the DBM Website and Transparency Seal.
2. Please acknowledge receipt hereof.
3. Thank you.

  
**MARK LOUIE C. MARTIN**

*Encl. as stated*

**DEPARTMENT OF BUDGET AND MANAGEMENT  
REGIONAL OFFICE IX  
INDICATIVE ANNUAL PROCUREMENT PLAN FOR FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	SCHEDULE OF PROCUREMENT ACTIVITY			Source of Funds	ABC (PHP) Total	MOOE	CO	Remarks (Brief description of Program/Project)
				Ads/Post of IB/REI	Sub/ Open of Bids	Notice of Award					
	<b>I. Common-Use Supplies and Equipment</b>										
100000100001000/3	a. Common Use Supplies and Equipment available at PS	FAD/TDs	NP- Agency to Agency		Quarterly		GoP				
10200100001000											
100000100001000/3	a. Common Use Supplies and Equipment NOT available at PS	FAD/TDs	Shopping		to be determined by the BAC		GoP	584,000	584,000		
10200100001000											
	<b>II. Non-Common Use Supplies and Equipment</b>										
100000100001000/3	a. Petroleum Oil & Lubricant	FAD/TDs	NP/Direct Retail Purchase		to be determined by the BAC		GoP	220,000	220,000		POL of Generator Set
10200100001000											
	<b>III. Training Expenses</b>										
100000100001000/3	a. Training Expenses	FAD/TDs	NP-Small Value Procurement		to be determined by the BAC		GoP	485,000	485,000		
10200100001000											
	<b>IV. Travelling Expenses</b>										
100000100001000/3	a. Airline Tickets	FAD/TDs	NP/Direct Retail Purchase		Monthly (As need arises)		GoP	1,201,000	1,201,000		
10200100001000											
	<b>V. Utilities Expense</b>										
100000100001000	a. Water Expenses	FAD	Direct Contracting		N/A		GoP	89,000	89,000		Renewal of existing contract every start of the year
100000100001000	b. Electricity	FAD	Direct Contracting		N/A		GoP	986,000	986,000		Renewal of existing contract every start of the year
	<b>VI. General Services</b>										
100000100001000	a. Security Services	FAD	Public Bidding		December - Early Procurement		GoP	1,008,000	1,008,000		4 Security Guards
100000100001000	b. Janitorial and General Services	FAD	NP-Small Value Procurement		December - Early Procurement		GoP	345,000	345,000		4 Utility, 1 Driver
100000100001000	c. Other General Services	FAD	NP-Small Value Procurement		December - Early Procurement		GoP	195,000	195,000		
	<b>VII. Communication Expense</b>										
100000100001000	a. Telephone (Landline)	FAD	Direct Contracting		N/A		GoP	300,000	300,000		Renewal of existing contract every start of year
100000100001000	b. Internet	FAD	Direct Contracting		N/A		GoP	36,000	36,000		Renewal of existing contract every start of year
100000100001000	c. Postage and Courier	FAD	NP- Agency to Agency		to be determined by the BAC		GoP	162,000	162,000		Renewal of existing contract every start of year
100000100001000	d. Cable	FAD			to be determined by the BAC		GoP	10,000	10,000		
	<b>VIII. Repair and Maintenance</b>										
100000100001000	a. Repair and Maintenance of Office Buildings	FAD	NP-Small Value Procurement		to be determined by the BAC		GoP	50,000	50,000		