



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
REGIONAL OFFICE NO. VII
SUDLON, LAHUG, CEBU CITY

September 28, 2020

MEMORANDUM

For : **DIRECTOR ANDREA CELENE M. MAGTALAS**
Director IV
Information and Communications Technology System Service

From : **THE REGIONAL DIRECTOR**
DBM – Regional Office No. VII

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

1.0 We are submitting herewith our FY 2020 Indicative Annual Procurement Plan for non-common use supplies consistent with the FY 2021 National Expenditure Program (NEP) for posting in the DBM Transparency Seal.

2.0 Please acknowledge receipt hereof.

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Ricky L. Sanchez
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RICKY L. SANCHEZ

**Department of Budget and Management ROVII
Indicative 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 BMRB	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100010001, 302020000	Janitorial Services	Financial and Administrative Division (FAD)	Competitive Bidding	10/23/2020	11/13/2020	2/1/2021	2/1/2021	GoP	585,000.00	585,000.00	-	Three (3) Janitors
100010001, 302020000	Security Services	FAD	Competitive Bidding	10/23/2020	11/13/2020	2/1/2021	2/1/2021	GoP	642,000.00	642,000.00	-	Three (3) Security Guards
100010001, 302020000	Driver and Clerical Services	FAD	Competitive Bidding	10/23/2020	11/13/2020	2/1/2021	2/1/2021	GoP	550,000.00	550,000.00	-	One (1) Alternate Driver/Reproduction Machine Operator and One (1) Clerk
100010001, 302020000	Messengerial Services	FAD	NP-53.5 Agency-to-Agency	N/A	N/A	2/1/2021	2/1/2021	GoP	783,000.00	783,000.00	-	MOA with PhilPost
100010001, 302020000	Mineral Water	FAD	NP-53.9 - Small Value Procurement	N/A	N/A	2/1/2021	2/1/2021	GoP	42,000.00	42,000.00	-	Minimum of 540 gallons
100010001, 302020000	Maintenance and Cleaning of Air Conditioning Units	FAD	NP-53.9 - Small Value Procurement	11/15/2020	N/A	2/1/2021	2/1/2021	GoP	65,000.00	65,000.00	-	Performed every last month of the quarter - 11 window type, 9 split/wall mounted and 8 floor mounted
100010001, 302020000	Repair and Maintenance of Motor Vehicles	FAD	NP-53.9 - Small Value Procurement	11/15/2020	N/A	2/1/2021	2/1/2021	GoP	40,000.00	40,000.00	-	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	11/15/2020	N/A	2/1/2021	2/1/2021	GoP	56,000.00	56,000.00	-	Performed once every quarter - General Pest Abatement Maintenance Program, Rat Abatement Maintenance Program, Termites Abatement Maintenance Program, Defogging Coverage: 1st - 4th Floor
100010001, 302020000	Executive Office Table, 2 units	FAD	NP-53.9 - Small Value Procurement	4/3/2021	N/A	11/3/2021	11/3/2021	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	4/3/2021	N/A	11/3/2021	11/3/2021	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	N/A	N/A	11/3/2021	11/3/2021	GoP	20,000.00	-	20,000.00	240W X 120D X 78H, 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	N/A	N/A	11/3/2021	11/3/2021	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	4/3/2021	N/A	11/3/2021	11/3/2021	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	N/A	N/A	11/3/2021	11/3/2021	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	4/3/2021	N/A	11/3/2021	11/3/2021	GoP	120,000.00	-	120,000.00	Interactive Display Projector - Zoom ratio: 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	N/A	N/A	9/4/2021	9/4/2021	GoP	45,000.00	-	45,000.00	For Printing of NOSCA 24-pin wide carriage, 136 column
100010001, 302020000	Supply, Delivery and Installation of Floor Mounted Aircon. 4HP, with Digital Inverter Technology, 3 units	Div B, FAD	NP-53.9 - Small Value Procurement	1/4/2021	N/A	9/4/2021	9/4/2021	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	1/6/2021	N/A	8/6/2021	8/6/2021	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
100010001, 302020000	Repair of computers, printers, scanners, laptops, 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	158,000.00	158,000.00	-	Repairs and Maintenance - ICT Equipment and Other Office Equipment

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				Advertisement/Posting of IB/B/E	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
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	Traveling 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	38,000.00	38,000.00	-	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
TOTAL									8,794,380.00	4,364,000.00	150,000.00	

Prepared by BAC Secretariat:



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CHERRY CRIS A. GARATE
BAC Secretariat

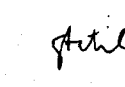

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KARLA MAE T. TOBIS
BAC Secretariat



Digitally signed by Michelle Ann A. Remoroza
MICHELLE ANN A. REMOROZA
BAC Secretariat


Recommending Approval:


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CARLO C. MARAAT
BAC Member

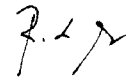

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ANNIE J. LINGUIS
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CARMEN GINA T. BATIANDILA
BAC Member


Digitally signed by Maricor U. Baquial
MARICOR U. BAQUIAL
BAC Vice-Chairman


Digitally signed by Lenin S. Bernales
LENIN S. BERNALES
BAC Chairman

Approved by:


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RICKY L. SANCHEZ
HOPE