



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
REGIONAL OFFICE VIII  
VILLA RUIZ, BARANGAY 77, MARASBARAS, TACLOBAN CITY

**BAC Resolution Recommending the Indicative Fiscal Year 2021 Annual Procurement Plan**

**RESOLUTION No. 2020-09-027**

**WHEREAS**, the Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information and Reporting Systems (Administrative Order No. 25, s. 2011) has issued Memorandum Circular No. 2020-1 dated June 2, 2020 prescribing the Guidelines on the Grant of the Performance Based-Bonus (PBB) for Fiscal Year (FY) 2020;

**WHEREAS**, among the requirements for the agencies to be qualified for the grant of FY 2020 PBB is the conduct of Early Procurement Activities (EPA) for at least 50% of the total value of eligible Procurement Projects included in the proposed budget of the department/agency in the FY 2021 National Expenditure Program (NEP);

**WHEREAS**, to support EPA, there must be an Indicative FY 2021 Annual Procurement Plan-Non Common Use Supplies and Equipment consistent with the FY 2021 NEP and the same shall be posted on the agency Transparency Seal not later than September 30, 2020;

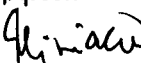
**WHEREAS**, the Committee received the Indicative FY 2021 Project Procurement Management Plans (PPMPs) of the Office consistent with the budget allocation per 2021 NEP;


**WHEREAS**, the PPMPs were consolidated by the BAC into an Indicative APP for FY 2021 pursuant to Section 7.3.4 of the 2016 Revised IRR of RA 9184;

**NOW, THEREFORE**, We, the members of the Bids and Awards Committee, hereby RESOLVE as it is hereby RESOLVED, To Recommend for Approval by the Head of the Procuring Entity the attached Indicative FY 2021 Annual Procurement Plan of the office amounting to ₱6,221,362;

**RESOLVED**, at the DBM-ROVIII Office and virtually via Google Meet, this 28<sup>th</sup> day of September 2020.

  
**FLORITA M. LACDO-O**  
Chairperson

  
**LIBERACE N. LIMSIACO**  
Member

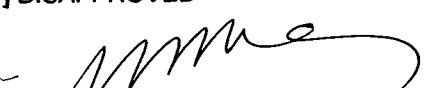
  
**JUVY A. LOBEDICA**  
Member

(absent)  
**JOSEFINA P. ESCOTO**  
Vice-Chairperson

  
**EMILIO M. ALBOS III**  
Member

  
**ABSAL N. ABAN**  
Member

APPROVED  
 DISAPPROVED

  
**IMELDA C. LACERAS, CESO III**  
Head of Procuring Entity  
Date 9/29/2020

**DEPARTMENT OF BUDGET AND MANAGEMENT REGIONAL OFFICE NO. VIII - Indicative Annual Procurement Plan for FY 2021**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (Brief Description of Project)
					Ads/Post of IAEB	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>I. Common-Use Office Supplies and Equipment (CSE)</b>													
100000100001000/ 310200100001000	a. Common-use Office Supplies/Equipment available at PS	FAD/TDs	No	Negotiated Procurement (NP)-Agency to agency	N.A.		Jan. 21, 2021	Jan. 21, 2021	GOP	260,000	260,000		Please see attached APP-CSE
100000100001000/ 310200100001000	b. Common-use Office Supplies/Equipment not available at PS	FAD/TDs	Yes	Shopping / NP- Small Value	Nov. 13, 2020	Nov. 18, 2020	Nov. 19, 2020	Nov. 20, 2020	GOP	389,862	389,862		
<b>II. Non-common-use Office Supplies/Materials/ Equipment:</b>													
100000100001000	a. Petroleum, Oil & Lubricants	FAD		c/o DBM CENTRAL OFFICE					GOP	220,000	220,000		Fuel, oil and lubricants needed for use of the office vehicles in connection with the conduct of various official travels/functions
100000100001000	b. Check book	FAD	No	NP-Agency to agency	N.A.				GOP	5,000	5,000		For use by the Cashier
100000100001000	c. Mailing Stamp	FAD	No	NP-Agency to agency	N.A.				GOP	40,000	40,000		For delivery of official communications.
100000100001000/ 310200100001000	d. Other supplies, furnitures and materials	FAD/TDs	No	NP-Small Value	Jan. 11, 2021	Jan. 15, 2021	Jan. 18, 2021	Jan. 19, 2021	GOP	100,000	100,000		Customized Shirts, Tarpullins, Kitchenwares, Cabinets
100000100001000/ 310200100001000	e. Airline Tickets	FAD/TDs	No	NP-Agency to agency (GFA) / Direct Retail Purchase	N/A		2021		GOP	855,500	855,500		Airfare tickets of DBM officials & employees during official travels outside the region.
<b>III. Utilities</b>													
100000100001000/ 310200100001000	a. Water Services	FAD/TDs	No	Direct Contracting	N/A				GOP	100,000	100,000		Renewal of contract for the period, January 1 to Dec. 31, 2021
100000100001000/ 310200100001000	b. Purified Drinking Water	FAD/TDs	Yes	NP-Small Value	Nov. 13, 2020	Nov. 18, 2020	Nov. 19, 2020	Nov. 20, 2020	GOP	32,000	32,000		Supply and delivery of purified drinking water with hot and cold dispenser
100000100001000	c. Electricity Services	FAD	No	Direct Contracting	N/A				GOP	944,000	944,000		Renewal of contract for the period, January 1 to Dec. 31, 2021
<b>IV. General Services</b>													
100000100001000	a. Security Services	FAD	Yes	Public Bidding	Nov. 10, 2020	Dec. 1, 2020	Dec. 11, 2020	Dec. 22, 2020	GOP	681,000	681,000		Three (3) SGs (1 SG on 9 hour duty, 1 SG on 10 hour duty & 1 SG on 11 hour duty, from Mondays to Sundays)

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (Brief Description of Project)
					Ads/Post of IAEB	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000	b. Janitorial Services	FAD	Yes	Public Bidding	Nov. 10, 2020	Dec. 1, 2020	Dec. 11, 2020	Dec. 22, 2020	GOP	602,000	602,000		Three Janitors: One (1) Female and Two (2) Male Janitors on an eight (8) hour duty from Mondays to Saturdays
	<b>V. Communication Services</b>												
100000100001000	a. Landline	FAD	No	Direct Contracting	N/A				GOP	129,000	129,000		Renewal of Contract for the period, January to December 2021
100000100001000	b. Mobile Data Services	FAD	No	Direct Contracting	N/A				GOP	96,000	96,000		Renewal of Contract for the period, January to December 2021
100000100001000	c. Internet Services	FAD	No	Direct Contracting	N/A				GOP	237,000	237,000		Renewal of Contract for the period, January to December 2021
100000100001000	d. Cable, Satellite and Telegraph Services	FAD	No	Direct Contracting	N/A				GOP	6,000	6,000		Renewal of Contract for the period, January to December 2021
100000100001000	e. Courier Service	FAD	Yes	NP-Small Value	Nov. 13, 2020	Nov. 18, 2020	Nov. 19, 2020	Nov. 20, 2020	GOP	45,000	45,000		Delivery of urgent official communications/packages
	<b>VI. Repairs and Maintenance</b>												
100000100001000	a. Repair and maintenance of DBM RO VIII Building	FAD	No	NP-Small Value	2021				GOP	231,000	231,000		Repair of Multi-purpose Hall (GAD Center) and Dormitory
100000100001000	b. Repair and maintenance of office equipment	FAD	Yes	NP-Small Value	Nov. 25, 2020	Dec. 1, 2020	Dec. 2, 2020	Dec. 3, 2020	GOP	161,000	161,000		Quarterly repair and maintenance services of various office equipment, such as airconditioning units & IT equipment .
100000100001000	c. Repair and Maintenance of Motor Vehicles	FAD	Yes	NP-Small Value	Nov. 25, 2020	Dec. 1, 2020	Dec. 2, 2020	Dec. 3, 2020	GOP	298,000	298,000		Repair and maintenance inclusive of parts of MVs
100000100001000	<b>VII. Purchase of ICT Equipment-Scanner and Heavy Duty Printer</b>	FAD	Yes	NP-Small Value	Nov. 25, 2020	Dec. 1, 2020	Dec. 2, 2020	Dec. 3, 2020	GOP	60,000		60,000	For Purchase of ICT Equipment-Scanner and Heavy Duty Printer
100000100001000/ 310200100001000	<b>VIII. Representation and Catering Services including Lease of Venue and Meeting Facilities</b>	FAD/TDs	No	NP-Small Value / Lease of Venue	Jan. 11, 2021	Jan. 15, 2021	Jan. 18, 2021	Jan. 19, 2021	GOP	629,000	629,000		For various DBM Occassions such as Budget Forum, SUCs Technical Budget Hearing, FDU Meetings, Internal/External Audit Visit, Year-End Assessment and other official activities

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100000100001000/ 310200100001000	IX. Contingency Procurement	FAD/TDs	No	Shopping (a)	as the need arises				GOP	100,000	100,000		Provision for procurement that would address various contingencies that may arise
GRAND TOTAL										6,221,362	6,161,362	60,000	

Prepared by:


Recommending Approval (Bids and Awards Committee):


Approval:

  
MYLENE G. DE VEYRA  
BAC Secretariat

  
ABSAL N. ABAH  
Member

  
JUVYA LOBEDICA  
Member

  
EMILIO M. ALBOS, III  
Member

  
LIBERACE N. LIMSIACO  
Member

(absent)  
JOSEFINA P. ESCOTO  
Vice-Chairperson

  
FLORITA M. LACDO-O  
Chairperson

  
IMELDA C. LACERAS, CESO III  
Director IV/Head of Procuring Entity