

**DEPARTMENT OF BUDGET AND MANAGEMENT REGIONAL OFFICE IV-A
INDICATIVE ANNUAL PROCUREMENT PLAN - NON CSE for FY 2022**

P/A/P Code	Procurement/ Program/Project	PMO/II/ END USER	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310200100001000	Procurement of Various Common-use Supplies	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	Year-round				2022 NEP	151,000.00	151,000.00		Supplies available at the Procurement Service
100000100001000 310200100001000	Procurement of Various Common-use Supplies	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9 and Shopping Sec. 52.1.b)	Year-round				2022 NEP	218,000.00	218,000.00		Supplies based on the approved APP-CSE but not available at the Procurement Service
100000100001000 310200100001000	Purchase of Accountable Forms	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	January, May, September 2022				2022 NEP	7,000.00	7,000.00		Procurement of check booklet and other forms thru Landbank and other government entities
100000100001000	Procurement of Supplies for Petroleum, Oil and Lubricants	RO	Public Bidding and Negotiated Procurement (Small Value Procurement Sec. 53.9) and Shopping Sec. 52.1.b	Year-round				2022 NEP	96,000.00	96,000.00		Procurement shall be done by Fleet Card System (done through public bidding by DBM-CO) and Negotiated Procurement for other supplies not covered by the Fleet Card System
100000100001000 310200100001000	Procurement of Semi-Expendable Office Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9) and Shopping Sec. 52.1.b	Year-round				2022 NEP	51,000.00	51,000.00		Procurement of various semi-expendable office equipment not regularly purchased (e.g., new acquisition or replacement of unserviceable items)
100000100001000	Procurement of Semi-Expendable Communication Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9) and Shopping Sec. 52.1.b	Year-round				2022 NEP	51,000.00	51,000.00		Procurement of various semi-expendable communication equipment not regularly purchased (e.g., new acquisition or replacement of unserviceable items)
100000100001000	Procurement of Semi-Expendable Furniture/ Fixtures	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9) and Shopping Sec. 52.1.b	Year-round				2022 NEP	51,000.00	51,000.00		Procurement of various semi-expendable furniture/fixtures not regularly purchased (e.g., new acquisition or replacement of unserviceable items)
100000100001000 310200100001000	Procurement of Various Other Supplies	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5, Small Value Procurement Sec. 53.9) and Shopping Sec. 52.1.b	Year-round				2022 NEP	56,000.00	56,000.00		Procurement of supplies and materials for janitorial, plumbing, electrical and supplies from the Procurement Service and other suppliers
100000100001000 310200100001000	Procurement of Drinking Water	RO	Shopping Sec. 52.1.b	August 2022				2022 NEP	15,000.00	15,000.00		Supply and delivery of purified drinking water (40 gallons per month)
100000100001000	Electricity/Power Supply	RO	Direct Contracting Sec. 50	January 2022				2022 NEP	601,000.00	601,000.00		
100000100001000	Postage and Courier Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2022 NEP	20,000.00	20,000.00		Postage and courier expenses for official documents (thru LBC)
100000100001000 310200100001000	Communication Services - Mobile	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2022				2022 NEP	174,000.00	174,000.00		Provision of cellular lines for the Director, Asst. Director, 4 Division Chiefs and 2 Authorized Administrative Staff per Office Order No. 93, s. 2021
100000100001000	Communication Services - Landline	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2022				2022 NEP	20,000.00	20,000.00		DBM RO IV-A telephone requirement (1 landline telephone)
100000100001000	Communication Services - Internet	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	January 2022				2022 NEP	180,000.00	180,000.00		Annual subscription of internet services.

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100000100001000	Janitorial Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	October 2021				2022 NEP	525,000.00	525,000.00		Provision of 2 janitorial attendants
100000100001000	Security Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	October 2021				2022 NEP	728,000.00	728,000.00		Provision of 2 Security Guards.
100000100001000	Disinfection Services	RO	Negotiated Procurement (Small Value Procurement Sec. 53.2)	November 2021				2022 NEP	60,000.00	60,000.00		Disinfection of office premises every two (2) weeks
100000100001000	Repair and Maintenance of ICT Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2022 NEP	22,000.00	22,000.00		Repair and preventive maintenance of ICT equipment.
100000100001000	Repair and Maintenance of Transportation Equipment	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2022 NEP	100,000.00	100,000.00		Repair and maintenance of DBM RO IV-A three (3) motor vehicles.
100000100001000	Insurance of Building (Contents Only)	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	January 2022				2022 NEP	35,000.00	35,000.00		Insurance coverage of DBM RO IV-A properties including office equipment, furniture and fixtures.
	Floater Insurance	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	January 2022				2022 NEP	11,000.00	11,000.00		Insurance coverage for laptops
	Insurance of Transportation Equipment	RO	Negotiated Procurement (Agency-to-Agency Sec. 53.5)	March, August and September 2022				2022 NEP	30,000.00	30,000.00		Insurance coverage of 3 motor vehicles
100000100001000 310200100001000	Lease/Rental of Venue for the Conduct of Regional Budget Fora, Training/ Capacity Building, GAD activities	RO	Negotiated Procurement (Lease of Real Property Sec. 53.10 and Small Value Procurement Sec. 53.9)	Year-round				2022 NEP	200,000.00	200,000.00		Lease of venue/accommodation for the conduct of various trainings.
	Year-End Assessment	RO		December 2022						50,000.00	50,000.00	
100000100001000 310200100001000	Provision for Meals and Catering Services for Official meetings/activities hosted/conducted by the office	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2022 NEP	100,000.00	100,000.00		Provision for meals and catering services during official meetings and other activities conducted by DBM RO IV-A.
	Year-End Assessment	RO		December 2022				2022 NEP	50,000.00	50,000.00		Provision for meals and catering services during the Year-End Assessment
100000100001000	Rental of Photocopying Machine	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	November 2021				2022 NEP	43,000.00	43,000.00		Rental of 1 unit photocopying machine.
100000100001000	Other MOOE	RO	Negotiated Procurement (Small Value Procurement Sec. 53.9)	Year-round				2022 NEP	100,000.00	100,000.00		Provision of meals during special activities(e.g.,DBM Anniversary, Christmas Party, etc.) and all other expenses that could not be categorized in the specific MOOE items

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100000100001000	Transportation Equipment - Motor Vehicle	RO	Public Bidding	July 2022				2022 NEP	1,400,000.00		1,400,000.00	Purchase of Service Vehicle of the Regional Director as a replacement of the vehicle purchased in September 2014.
GRAND TOTAL									5,145,000.00	3,745,000.00	1,400,000.00	

Prepared by:

Reviewed by:

Approved by:

9/6/2021

X 

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