

Department of Budget and Management Regional Office IV-A - Annual Procurement Plan for FY 2025

Code (PAP)	Procurement 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)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
100000100001000 310200100001000	Procurement of Common-Use Office Supplies and Equipment	RO IV-A	NO	NP-53.5 Agency-to-Agency	within FY 2025				GoP	200,000.00	200,000.00	0.00	For Supplies and Equipment available at the Procurement Service
100000100001000 310200100001000	Procurement of Common-Use Office Supplies and Equipment	RO IV-A	NO	Shopping	within FY 2025				GoP	80,000.00	80,000.00	0.00	For Supplies and Equipment not available at the Procurement Service
100000100001000	Procurement of Semi-Expendable Machinery and Equipment - ICT Equipment	RO IV-A	NO	NP-53.9 - Small Value Procurement	within FY 2025				GoP	126,000.00	126,000.00	0.00	-
100000100001000 310200100001000	Procurement of Airline Tickets	RO IV-A	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	within FY 2025				GoP	136,000.00	136,000.00	0.00	For Local Travel of DBM RO IV-A Officials and Employees
100000100001000	Procurement of Supplies for Petroleum, oil and Lubricants	RO IV-A	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	within FY 2025				GoP	21,000.00	21,000.00	0.00	-
100000100001000	Procurement of Other Supplies and Materials	RO IV-A	NO	NP-53.5 Agency-to-Agency	within FY 2025				GoP	100,000.00	100,000.00	0.00	-
100000100001000	Procurement of Other Supplies and Materials	RO IV-A	NO	Shopping	within FY 2025				GoP	20,000.00	20,000.00	0.00	-
100000100001000	Procurement of Purified Drinking Water Supply	RO IV-A	NO	NP-53.9 - Small Value Procurement	January 2025				GoP	36,000.00	36,000.00	0.00	Supply and delivery of purified drinking water
100000100001000	Postage and Courier Services	RO IV-A	NO	NP-53.9 - Small Value Procurement	January 2025				GoP	80,000.00	80,000.00	0.00	Postage and courier expenses for official documents
100000100001000	Communication Services - Internet	RO IV-A	NO	NP-53.9 - Small Value Procurement	within FY 2025				GoP	180,000.00	180,000.00	0.00	Annual subscription of internet services
100000100001000	Janitorial Services	RO IV-A	NO	NP-53.9 - Small Value Procurement	January 2025				GoP	600,000.00	600,000.00	0.00	Provision of 2 janitorial attendants
100000100001000	Security Services	RO IV-A	NO	NP-53.9 - Small Value Procurement	January 2025				GoP	750,000.00	750,000.00	0.00	Provision of 2 Security Guards
100000100001000	Repairs and Maintenance of ICT Equipment	RO IV-A	NO	NP-53.9 - Small Value Procurement	within FY 2025				GoP	23,000.00	23,000.00	0.00	-
100000100001000	Repairs and Maintenance of Office Equipment	RO IV-A	NO	NP-53.9 - Small Value Procurement	within FY 2025				GoP	10,000.00	10,000.00	0.00	-
100000100001000	Repairs and Maintenance of Transportation Equipment	RO IV-A	NO	NP-53.9 - Small Value Procurement	January 2025				GoP	220,000.00	220,000.00	0.00	Repair and maintenance of DBM RO IV-A three (3) motor vehicles.
100000100001000	Insurance of Building, Floater and Transportation Equipment	RO IV-A	NO	NP-53.5 Agency-to-Agency	within FY 2025				GoP	132,000.00	132,000.00	0.00	Insurance coverage of DBM RO IV-A properties
100000100001000 310200100001000	Lease, Rental of Venue for the conduct of Regional Budget Fora, Training/Capacity Building, GAD Activities	RO IV-A	NO	NP-53.9 - Small Value Procurement	within FY 2025				GoP	250,000.00	250,000.00	0.00	Lease of venue/accommodation for the conduct of various trainings and activities


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100000100001000 310200100001000	Provision of Meals, Venue and Catering Services for official meetings/activities conducted by the office including Year-end Assessment	RO IV-A	NO	NP-53.9 - Small Value Procurement	within FY 2025				GoP	248,000.00	248,000.00	0.00	Provision for meals and catering services during official meetings and other activities conducted by DBM RO IV-A.
100000100001000	Rental of Photocopying Machine	RO IV-A	NO	NP-53.9 - Small Value Procurement	January 2025				GoP	48,000.00	48,000.00	0.00	Rental of 1 unit photocopying machine
100000100001000	Procurement of Venue and Meals for other Office Activities	RO IV-A	NO	NP-53.9 - Small Value Procurement	within FY 2025				GoP	263,000.00	263,000.00	0.00	
TOTAL										3,523,000.00	3,523,000.00	0.00	

Prepared by:

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