



Republic of the Philippines
Department of Environment and Natural Resources
MINES AND GEOSCIENCES BUREAU
Regional Office No. XIII

Km. 2 National Highway, Surigao City
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FAD-2019-10-165

October 18, 2019

ROWENA CANDICE M. RUIZ

Executive Director
Government Procurement Policy Board
Technical Support Office
Unit 2506, Raffles Corporate Center
F. Ortigas Jr. Road
Ortigas Center, Pasig City

Dear Ma'am:

Pursuant to Section 7 of the Revised IRR of RA 9184, we are respectfully submitting herewith our Fiscal Year, 2020 Indicative Annual Procurement Plan based on Fiscal Year, 2020 National Expenditure Program (NEP).

We hope to find our submission in order.

Thank you and more power.

Very truly yours,

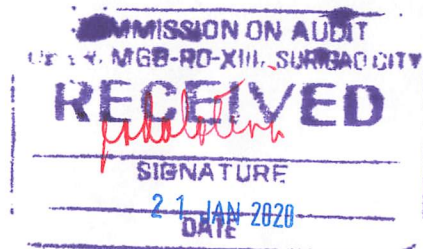
By the Authority of the Regional Director:



ROMEO M. DALODADO

Chief Geologist

Officer-In-Charge



INDICATIVE ANNUAL PROCUREMENT PLAN for FY, 2020

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budge (Php)		CO	Remarks (Brief Description of Program/Project)
				Ads/Post of IAEB	Sub/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE		
I. Common-Use Office Supplies and Equipment (CSE)												
100000100001000/ 310200100001000/ 320300100001000	a. Common-Use Office Supplies/Equipment available at PS	FAD/ GD/ MMD/ MSESDD	Negotiated Procurement (NP)-Agency to agency	N/A		23-Jan-20	23-Jan-20	GOP	1,145,311.53	1,145,311.53		Please refer attached APP-CSE
100000100001000/ 310200100001000/ 320300100001000	b. Common-use Office Supplies/Equipment not available at PS	FAD/ GD/ MMD/ MSESDD	Shopping	11-Nov-19	18-Nov-19	21-Nov-19	2020	GOP	3,185,540.66	3,185,540.66		
II. Non-common-use Office Supplies/Materials/Equipment:												
100000100001000/ 310200100001000/ 320300100001000	a. Fuel, Oil and Lubricants	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A				GOP	821,000.00	821,000.00		Fuel, Oil and lubricants for use of the office vehicles in connection with various official travels/functions
100000100001000	b. Check Book	FAD	NP-Agency to agency	4-Nov-19	8-Nov-19	11-Nov-19	2020	GOP	8,500.00	8,500.00		For use by the Disbursing Officer
100000100001000/ 320300100001000	c. Mailing Stamp	FAD/ GD/ MMD/ MSESDD	NP-Agency to agency	4-Nov-19	8-Nov-19	11-Nov-19	2020	GOP	10,000.00	10,000.00		For delivery of official documents
100000100001000	d. Official Receipts	FAD	Direct Contracting	N/A				GOP	12,000.00	12,000.00		For use by the collecting officer
100000100001000/ 310200100001000/ 320300100001000	e. Other supplies & Materials/Office Equipment not regularly purchase	FAD/ GD/ MMD/ MSESDD	NP-Small Value	4-Nov-19	8-Nov-19	11-Nov-19	2020	GOP	150,000.00	150,000.00		Computer tables & chairs, Led tube, Led bulbs, Paints, Thinner, Cement & Refrigerator



100000100001000/ 310200100001000/ 320300100001000	f. Airline Tickets	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A		2020		GOP	800,000.00	800,000.00		Airfare tickets of MGB XIII officials and employees during their official travels outside the region
III. Utilities												
1000000000000000 / 3000000000000000	a. Water Services	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A				GOP	169,000.00	169,000.00		Renewal of the contract for the period January to December, 2020.
100000100001000/ 310200100001000/ 320300100001000	b. Purified Drinking Water	FAD/ GD/ MMD/ MSESDD	NP-Small Value	15-Oct-19	21-Oct-19	22-Oct-19	2020	GOP	40,000.00	40,000.00		Supply ad delivery of purified drinking water with hot and cold dispenser
100000100001000 / 310100100001000/ 310200100001000/ 320300100001000	c. Electricity Services	GD/ MMD/ MSESDD	Direct Contracting	N/A				GOP	1,981,000.00	1,981,000.00		Renewal of the contract for the period January to December, 2020.
IV. Professional Services												
100000100001000/ 310200100001000/ 320300100001000	a. Other Professional Services	FAD/ GD/ MMD/ MSESDD	Public Bidding	28-Oct-19	18-Nov-19	28-Nov-19	2020	GOP	4,683,000.00	4,683,000.00		Twenty (20) Technical & Eighteen (18) Non- Technical on Eight (8) hour duty from Mondays to Fridays
V. General Services												
100000100001000/ 320300100001000	a. Security Services	FAD/ GD	Public Bidding	28-Oct-19	18-Nov-19	28-Nov-19	2020	GOP	713,000.00	713,000.00		Two (2) SGs on an twelve (12) hour duty from Mondays to Sundays

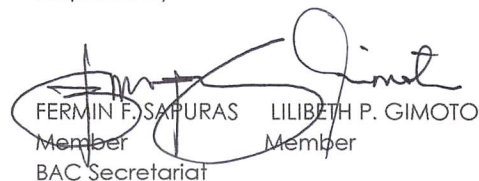


100000100001000/ 320300100001000	b. Janitorial Services	FAD/ GD	Public Bidding	28-Oct-19	18-Nov-19	28-Nov-19	2020	GOP	531,000.00	531,000.00		Four (4) Utility Workers: 1 female & 3 male on an eight (8) hour duty.
VI. Communication Services												
100000100001000/ 310200100001000/ 320300100001000	a. Landline	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A				GOP	30,000.00	30,000.00		Renewal of the contract for the period January to December, 2020.
100000100001000/ 310200100001000/ 320300100001000	c. Internet Services	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A				GOP	60,000.00	60,000.00		Renewal of the contract for the period January to December, 2020.
100000100001000/ 310200100001000/ 320300100001000	d. Cable, Satellite and Telegraph Services	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A				GOP	4,320.00	4,320.00		Renewal of the contract for the period January to December, 2020.
100000100001000/ 320300100001000	e. Postage and Courier Services	FAD/ GD	NP-Small Value	4-Nov-19	8-Nov-19	11-Nov-19	2020	GOP	86,000.00	86,000.00		Delivery of official communications
VII. Repairs and Maintenance												
100000100001000/ 320300100001000	a. Repair and maintenance of MGB Building	FAD/ GD/ MMD/ MSESDD	NP-Small Value	4-Nov-19	8-Nov-19	11-Nov-19	2020	GOP	772,000.00	772,000.00		Renovation of MMD office
100000100001000/ 320300100001000	b. Repair and maintenance of office equipment	FAD/ GD	NP-Small Value	4-Nov-19	8-Nov-19	11-Nov-19	2020	GOP	15,000.00	15,000.00		Quarterly repair and maintenance of various office equipments, such as airconditioning units and ICT equipments
VIII. Taxes, Insurance Premium & Other Fees												
100000100001000/ 320300100001000	a. Taxes, Duties & Licenses	FAD/ GD	Direct Contracting	N/A				GOP	32,000.00	32,000.00		For renewal of service vehicle registration



100000100001000/ 320300100001000	b. Fidelity Bond Premium	FAD/ GD	Direct Contracting	N/A				GOP	55,000.00	55,000.00		For bonded officials and employees
100000100001000/ 320300100001000	c. Insurance	FAD/ GD	Direct Contracting	N/A				GOP	199,000.00	199,000.00		For Building and vehicle insurance
100000100001000/ 310100100001000/ 310200100001000/ 320300100001000	c. Repair and maintenance of motor vehicles	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A				GOP	308,000.00	308,000.00		Repair and maintenance inclusive of spart parts of five (5) service vehicles
100000100001000/ 310100100001000/ 310200100001000/ 320300100001000	IX. Representation and Catering Services including Lease of Venue and Meeting Facilities	FAD/ GD/ MMD/ MSESDD	NP-Small Value	20-Jan-20	24-Jan-20	27-Jan-20	2020	GOP	300,000.00	300,000.00		For various activities such as MGB Year-end assessment, MGB team building & other official activities
100000100001000/ 310100100001000/ 310200100001000/ 320300100001000	X. Contingency Procurement	FAD/ GD/ MMD/ MSESDD	Shopping	As need arises				GOP	150,000.00	150,000.00		Provision for procurement that would address various contingencies that may arise
				GRAND TOTAL					16,260,672.19	16,260,672.19		

Prepared by:


 FERMIN F. SAPURAS
 Member
 BAC Secretariat

Recommending Approval (Bids and Awards Committee):


 JUNREY D. PARONDA
 Member


 ELAINE G. JANSSEN
 Member


 CHRISTIE A. APALE
 Member


 ELECITO E. ESCUYOS
 Chairman

Approval:


 ENGR. GLENN MARCELO C. NOBLE
 OIC, Regional Director
 Head of Procuring Entity

