


**ANNUAL PROCUREMENT PLAN FOR FY, 2022 (CHANGES WITHIN 2ND SEMESTER)**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budge (Php)			Remarks (Brief Description of Program/Project)
				Ads/Post of IAEB	Sub/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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		1st Quarter to 4th Quarter		GOP	910,189.51	910,189.51		Procurement of Office Supplies/Materials/E equipments that are available at PS DBM and for those items that are not available at PS DBM
100000100001000/ 310200100001000/ 320300100001000	b. Common-use Office Supplies/Equipment not available at PS	FAD/ GD/ MMD/ MSESDD	Shopping	1st Quarter to 4th Quarter			GOP	6,956,053.66	6,011,053.66	945,000.00		
	II. Non-common-use Office Supplies/Materials/Equipment:											
100000100001000/ 310200100001000/ 320300100001000	a. Fuel, Oil and Lubricants	FAD/ GD/ MMD/ MSESDD	NP-Small Value	N/A			GOP	1,111,000.00	1,111,000.00		Fuel, Oil and lubricants for use of the office vehicles in connection with various official travels/functions	
310200100001000	b. Labor and Wages	GD	NP-Small Value	Based on schedeuled Field Activities as need arises			GOP	1,187,000.00	1,187,000.00		Hired labor during GD fieldworks	
100000100001000/ 310200100001000	c. Advertising Expenses	FAD/ GD	NP-Small Value	1st Quarter to 4th Quarter			GOP	61,000.00	61,000.00		Scheduled office radio program	
100000100001000/ 310200100001000/ 320300100001000	d. Printing & Publication Expenses	FAD/ GD/ MMD/ MSESDD	NP-Small Value	1st Quarter to 4th Quarter			GOP	5,000.00	5,000.00		Tarpauline printing for various MGB activities	
100000100001000/ 310200100001000/ 320300100001000	e. Representation Expenses	FAD/ GD/ MMD/ MSESDD	NP-Small Value	N/A			GOP	369,000.00	369,000.00		Representation Allowance of MGB Officials	
100000100001000/ 310200100001000/ 320300100001000	e. Other supplies & Materials/Office Equipment not regularly purchase	FAD/ GD/ MMD/ MSESDD	NP-Small Value	1st Quarter to 4th Quarter			GOP	400,000.00	400,000.00		Plastic tables and chairs, cements, paints, comfort room accessories & other masonry/ construction supplies	
	III. Utilities											

10000000000000 / 30000000000000	a. Water Services	FAD/ GD/ MMD/ MSESDD	Direct Contracting	N/A	GOP	179,000.00	179,000.00		Renewal of the contract for the period January to December, 2022.
100000100001000 / 310100100001000/ 310200100001000/ 320300100001000	b. Electricity Services	GD/ MMD/ MSESDD	Direct Contracting	N/A	GOP	1,962,000.00	1,962,000.00		Renewal of the contract for the period January to December, 2022.
<b>IV. Professional Services</b>									
100000100001000/ 310200100001000/ 320300100001000	a. Other Professional Services	FAD/ GD/ MMD/ MSESDD	NP-Small Value	1st Quarter to 4th Quarter	GOP	7,018,000.00	7,018,000.00		Hiring of Contract Of Service Personnel (COS)
<b>V. Rental Expenses</b>									
100000100001000/	a. Building & Structures	FAD	NP-Small Value	N/A	GOP	367,000.00	367,000.00		Renewal of the contract for the period January to December, 2022.
310200100001000/	b. Vehicle	GD	NP-Small Value	Based on schedule Field Activities as need arises	GOP	2,018,000.00	2,018,000.00		Vehicle rentals during field works (IEC & other office activities)
<b>VI. General Services</b>									
100000100001000/ 320300100001000	a. Security Services	FAD/ GD	NP-Small Value	1st Quarter to 4th Quarter	GOP	751,000.00	751,000.00		Four (4) SGs on an twelve (12) hour duty from Mondays to Sundays
100000100001000/ 320300100001000	b. Janitorial Services	FAD/ GD	NP-Small Value	1st Quarter to 4th Quarter	GOP	563,000.00	563,000.00		Four (4) Utility Workers: 1 female & 3 male on an eight (8) hour duty.
<b>VII. Communication Services</b>									
100000100001000/ 320300100001000	a. Postage and Courier Services	FAD/ GD	NP-Small Value	1st Quarter to 4th Quarter	GOP	89,000.00	89,000.00		Delivery of official communications
<b>VIII. Repairs and Maintenance</b>									
100000100001000/ 320300100001000	a. Buildings & Other Structures - Buildings	FAD/ GD/ MMD/ MSESDD	NP-Small Value	1st Quarter to 4th Quarter	GOP	818,000.00	818,000.00		For repair and maintenance of MGB Buildings.
100000100001000/ 310200100001000/ 320300100001000	b. Office Equipments	FAD/ GD/ MMD/ MSESDD	NP-Small Value	1st Quarter to 4th Quarter	GOP	65,000.00	65,000.00		Quarterly repair and maintenance of various office equipments, such as airconditioning units and ICT equipments

100000100001000/ 310200100001000/ 320300100001000	c. Transportation Equipment - Motor Vehicles	FAD/ GD/ MMD/ MSESDD	Direct Contracting/n p Small Value Procurement	N/A	GOP	530,000.00	530,000.00		Repair and maintenance inclusive of spare parts of six (6) service vehicles
<b>IX. Taxes, Insurance Premium &amp; Other Fees</b>									
100000100001000/ 320300100001000	a. Taxes, Duties & Licenses	FAD/ GD	Agency to Agency	N/A	GOP	34,000.00	34,000.00		For renewal of service vehicle registration
100000100001000/ 320300100001000	b. Fidelity Bond Premium	FAD/ GD	Agency to Agency	N/A	GOP	59,000.00	59,000.00		For bonded officials and employees
100000100001000/ 320300100001000	c. Insurance	FAD/ GD	Agency to Agency	N/A	GOP	213,000.00	213,000.00		For Building and vehicle insurance
100000100001000/ 310100100001000/ 310200100001000/ 320300100001000	<b>X. Representation and Catering Services including Lease of Venue and Meeting Facilities</b>	FAD/ GD/ MMD/ MSESDD	NP-Small Value	N/A	GOP	450,000.00	450,000.00		For various activities such as MGB Year- end assessment, MGB team building & other official activities
100000100001000/ 310100100001000/ 310200100001000/ 320300100001000	<b>XI. Contingency Procurement</b>	FAD/ GD/ MMD/ MSESDD	Shopping	As need arises	GOP	200,000.00	200,000.00		Provision for procurement that would address various contingencies that may arise, e.g. Covid 19 pandemic
<b>GRAND TOTAL</b>						<b>26,315,243.17</b>	<b>25,370,243.17</b>	<b>945,000.00</b>	

Prepared by:

  
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Member  
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Recommending Approval (Bids and Awards Committee):

Approved by:

  
LARRY M. BERADEZ

Regional Director