

**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION XI, DAVAO CITY
ANNUAL PROCUREMENT PLAN FOR FY 2022**

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	
5020501000	Postage and Deliveries	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	90000	90000	0	Monthly bills for freight & handling
5020502002	Telephone-Landline	DILG RXI	NO	Direct Contracting	N/A	N/A	JAN-DEC	JAN-DEC	GoP	2982000	2982000	0	Line of communication thru PLDT w/ monthly bills and rproc bills
5020502001	Telephone-Mobile	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	849000	849000	0	monthly allocation of mobile plan (reg. mooe and rproc)
5020503000	Internet	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	311000	311000	0	monthly bills for internet ; wireless connection
5020504000	Cable	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	20400	20400	0	monthly bills for ready connection
5020309000	Gasoline, Oil and Lubricants	DILG RXI	YES	NP-53.9 - Small Value Procurement	12/20/21	12/24/21	01/12/2022	01/12/2022	GoP	918000	918000	0	weekly billing for supply of gasoline to various vehicles
5020401000	Water	DILG RXI	NO	Direct Contracting	N/A	N/A	JAN-DEC	JAN-DEC	GoP	491000	491000	0	monthly bills for water consumption by local water utility
5020402000	Electricity	DILG RXI	NO	Direct Contracting	N/A	N/A	JAN-DEC	JAN-DEC	GoP	2226000	2226000	0	monthly bills for electricity consumption
5021304001	Repair & Maint Office Bldg	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	847000	847000	0	repair of office building by scope of work
5021305002	Repair & Maint Office Equipment	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	624000	624000	0	repair & Maint. Of aircon; photocopying machine & other emergency services that may arise from time to time
5021306001	Repair & Maint Motor Vehicle	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	1219000	1219000	0	major and minor repairs of motor vehicles ; change tires and batteries and other related repairs from time to time attributed to wear & tear due fully depreciated status
5021202000	Janitorial Services	DILG RXI	YES	NP-53.9 - Small Value Procurement	12/13/2021	12/22/2021	12/23/2021	1/24/2022	GoP	794427	794427	0	Provision of janitorial services to reg. office
5021203000	Security Services	DILG RXI	YES	NP-53.9 - Small Value Procurement	12/9/2021	12/17/2021	12/23/2021	1/13/2022	GoP	322483	322483	0	Provision of Security services to reg. office
5029902000	Printing and Binding Services	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	1066000	1066000	0	Uploading/Publication of Sagisag Newsletter; Printing of Annual Report; Tarpauline; Fabrication of Plaques

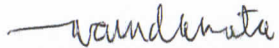
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5029907000	Subscription of newspaper & magazines	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	69000	69000	0	Daily subscription of local and national newspaper
5020301002	Office Supplies - Annex A	DILG RXI	NO	Shopping	N/A	N/A	QUARTERLY	QUARTERLY	GoP	1739000	1739000	0	Procurement thru PS-DBM; Local Market (reg. mooe and rroc)
5020101000	Travelling Exp. - Plane fare	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	800000	800000	0	attendance to CO directives; meetings and conferences
5020201002	Orientation on newly-hired personnel	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST, 3RD, QTR	1ST, 3RD, QTR	GoP	25000	25000	0	orientation to determine the personnel level of competency
5020201002	Learning & Development	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	2ND, 3RD, QTR	2ND, 3RD, QTR	GoP	101935	101935	0	to improve group & individual performance by increasing and enhancing skills & knowledge
5020201002	RHMSPB Deliberation	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST, 3RD, 4TH QTR	1ST, 3RD, 4TH QTR	GoP	50000	50000	0	Deliberation on recruitment and selection
5020201002	Division Quarterly Meeting	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	2ND & 4TH QTR	2ND & 4TH QTR	GoP	80000	80000	0	Discuss quarterly accomplishments of programs/projects; issues and concerns with the Divisions/personnel
5020201002	BAC Meeting	RO - FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN-DEC	JAN-DEC	GoP	50000	50000	0	meetings for the procurement of goods & services; infra; CS
5020201002	Seminar for FAD personnel (Drivers)	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	2nd QTR	2nd QTR	GoP	30000	30000	0	to provide all Driver's basic knowledge on vehicle diagnosis repair and parts replacement
5020201002	SPMS - ROPMT Meetings	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST, 2ND, 3RD, QTR	1ST, 2ND, 3RD, QTR	GoP	20000	20000	0	for the calibration of spms ratings of personnel for 2 semesters.
5020201002	COA Entrance and Exit Conference	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST, 2nd QTR	1ST, 2nd QTR	GoP	50000	50000	0	provide a venue for COA to communicate audit results to Mgt comments on findings & recommendation
5020201002	Attendance to Trainings conducted by CSC & Other Agencies	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST, 2ND, 3RD, 4TH QTR	1ST, 2ND, 3RD, 4TH QTR	GoP	30000	30000	0	for registration/training fees during attendance to various CSC and other agencies trainings
5020201002	Tribute to Retirees	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	DEC.	DEC.	GoP	30000	30000	0	Giving due recognition to DILG XI Retirees thru conferment of plaques of recognition and Cash Award per Approved DILG XI Praise
5020201002	Updating of Knowledge of DOs and Acctg Clerks	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st Qtr	1st Qtr	GoP	36000	36000	0	Updates of all Accounting, COA, GSIS, BIR, Philhealth & Pag-ibig Systems & Procedures

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5020201002	Apprenticeship Program for LGOOs	RO-LGCDD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	APR-DEC	APR-DEC	GoP	130000	130000	0	Training activities by phase (1 yr of Incoming LGOO 11 & 111 Trainees
5020201002	Capacity Development Activities	RO-LGCDD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	1ST, 2ND, 3RD, 4TH QTR	1ST, 2ND, 3RD, 4TH QTR	GoP	100000	100000	0	for LGCDD Personnel to enhance program delivery
5020201002	Division Quarterly Meeting	RO-LGCDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST, 2ND, 3RD, 4TH QTR	1ST, 2ND, 3RD, 4TH QTR	GoP	60000	60000	0	Discuss quarterly accomplishments of programs/projects; issues and concerns w/in the Divisions/personnel
5020201002	Tobacco Control Network Activities	RO-LGCDD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	3RD QTR	3RD QTR	GoP	10000	10000	0	Discuss quarterly accomplishments of the Tobacco Control Network among member agencies
5020201002	GAD online Monitoring System Roll-out	RO-MSSU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST QTR	1ST QTR	GoP	40000	40000	0	updates on the preparation and on-line submission of FY 2020 GAD Plans & Budget
5020201002	Review of the Provincial/HJC GPB and Accomplishments	RO-MSSU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	2ND QTR	2ND QTR	GoP	5000	5000	0	Conference-workshop on the review of GAD Plan & Budget 2020 of the Prov'/Highly Urbanized LGU
5020201002	Formulation of FY 2023 DILG XI GPB	RO-MSSU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	October	October	GoP	5000	5000	0	Formulation, Submission and implementation of GAD Plan and Budget and GAD Accomplishment Report of all National Gov't Office
5020201002	Continuing Wellness program/Activities for Admin Personnel	RO - MSSU	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	1st Qtr	1st Qtr	GoP	100000	100000	0	build self confidence, enhance self esteem & improve overall personality. As part of monitoring the psychological impact of COVID-19 Pandemic
5020201002	Division Quarterly Meeting	RO- LGMED	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1ST, 2ND, 3RD, 4TH QTR	1ST, 2ND, 3RD, 4TH QTR	GoP	60000	60000	0	Discuss quarterly accomplishments of programs/projects; issues and concerns w/in the Divisions/personnel
5020201002	Operational Support for LTIA Regional Assessment	RO-LGMED	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	June	June	GoP	50000	50000	0	Evaluation, recognition and conferment of awards to Outstanding Tagapamayapa at all levels
5020201002	Conduct of RTF-ELCAC Meeting	RO-LGMED	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	March; June	March; June	GoP	50000	50000	0	Conduct of RT-ELCAC meeting
5020201002	Conduct of Disaster Preparedness Meeting (semestral)	RO-LGMED	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	June	June	GoP	15000	15000	0	Conduct of Disaster preparedness meeting

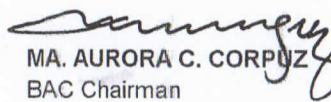
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5020201002	Conduct of Continuing Legal Education Seminar	RO-Legal	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	July	July	GoP	212000	212000	0	Updating DILG XI personnel on the latest legal opinions and SC rulings and issuances of other Government agencies
5020201002	Enterprise Development Plan and Potential Business Ventures FOR dilg xi retirable and PWD for FY 2022	RO - MSSU	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Aug	Aug	GoP	50000	50000	0	As an active organization shall always be responsible in giving equal services among employees including Senior Citizen and PWD
5020201002	Planning Link Conference	RO-PEDPU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	JAN. & JULY	JAN. & JULY	GoP	20000	20000	0	Planning Conference for the preparation of the OPB
5020201002	Conduct of Management Committee Meeting (MANCOM)	RO-PEDPU	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	JAN-DEC	JAN-DEC	GoP	20000	20000	0	Monthly meeting with Top Management and Div. Chiefs/ Unit/Section Heads of the Regional Office
5020201002	Conduct of Monthly Prov/I/City Director's Conference (RMCC)	RO-PEDPU	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	JAN-DEC	JAN-DEC	GoP	80000	80000	0	Monthly Regional Management Consultative Conference by the Top Mgt. PDs, CD, Cluster heads Division and Unit Chiefs
5020201002	Conduct of ORD's Team Conference	RO - OARD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	1ST, 2ND, 3RD, 4TH QTR	1ST, 2ND, 3RD, 4TH QTR	GoP	80000	80000	0	Quarterly Team Conference for the Office of the Regional Director (ORD)
5020201002	Intermediate ICT Resources Troubleshooting for DILG XI Personnel	RO-RICTU	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	May	May	GoP	24000	24000	0	Firewall understanding network set-up and file/printer sharing over local area network
5020201002	Training Workshop on Facilitating Virtual Meeting	RO-RICTU	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	March	March	GoP	40000	40000	0	Setting Up Devices Zoom and Google Meet use and administration: Use of google forms and sheet
5020201002	Conduct of Monthly Prov/I/City Conference	Prov/I/City Offices	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	JAN-DEC	JAN-DEC	GoP	1261864.84	1261864.84	0	Monthly Team Conference of the Provincial/City sub-regional offices
5020201002	Conduct of Full Regional Peace and Order Council Meeting	RO-LGMED	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	JAN-DEC	JAN-DEC	GoP	241000	241000	0	Conduct of monthly Regional Peace and Order Council meeting

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1060502000	Other Machinery and Equipment	FAD-RO	YES	Competitive Bidding	Dec. 29, 2021	Jan 25, 2022	1st Qtr	1st Qtr	GoP	1405000	0	1405000	Replacement of unserviceable equipments for regional; provincial and city offices
1060701000	Furniture & Fixtures	FAD-RO	YES	NP-53.9 - Small Value Procurement	12/14/2021	12/22/2021	1st Qtr	1st Qtr	GoP	375000	0	375000	Replacement of unserviceable/delapidated office furnitures

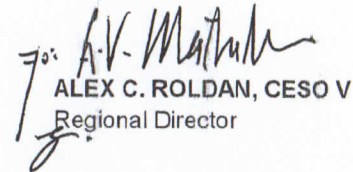
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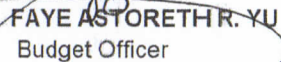
RECOMMENDED BY:


MA. AURORA C. CORPUZ
 BAC Chairman

APPROVED BY:


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 Regional Director

REVIEWED BY:


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 Budget Officer