

DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION XI, DAVAO CITY
ANNUAL PROCUREMENT PLAN
REVISED
FY 2021

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procure ment Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertis ment/P osting of IB/REI	Submis sion/Op ening 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	2856000	2856000	0	Line of comm. thru PLDT w/ monthly bills
5020502001	Telephone-Mobile	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GoP	711000	711000	0	monthly allocation of mobile plan
5020503000	Internet	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GoP	561000	561000	0	monthly bills for internet ; wireless connect
5020504000	Cable	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GoP	27000	27000	0	monthly bills for ready connection
5020309000	Gasoline, Oil and Lubricants	DILG RXI	YES	NP-53.9 - Small Value Procurement	12/4/2020	12/11/2020	Jan-Dec	Jan-Dec	GoP	918000	918000	0	weekly billing for supply of gasoline to vario vehicles
5020402000	Electricity	DILG RXI	NO	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	2226000	2226000	0	monthly bills for electricity consumption
5020401000	Water	DILG RXI	NO	Direct Contracting	N/A	N/A	Jan-Dec	Jan-Dec	GoP	491000.00	491000	0	monthly bills for water consumption
5021304001	Repair & Maint Office Bldg	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st;2nd qtr	1st;2nd qtr	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 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 veholles ; change tires and batteries and other related repairs from time to time attributed to wear tear due fully depreciated status
5021202000	Janitorial Services/Security Services	DILG RXI	YES	NP-53.9 - Small Value Procurement	12/4/2020	12/11/2020	Jan-Dec	Jan-Dec	GoP	1088200	1088200	0	Monthly Provision of janitorial & Security services to reg. office
5020301002	Office/Medical Supplies - Annex A	DILG RXI	NO	Shopping	N/A	N/A	1st,2nd,3rd & 4th qtr	1st,2nd,3rd & 4th qtr	GoP	1941000	1941000	0	Procurement thru PS DBM : Local market
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	Quarterly Uploading/Publication of Sagisag Newsletter; Printing of Annual Report; Tarpauline; Fabrication of Plaques
5029907000	Subscription of newspaper & magazines	DILG RXI	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GoP	94000	94000	0	Daily subscription of local and national newspaper
5020101000	Travelling Expenses - 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

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	
5020201002	RHMSPB Deliberation	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st,2nd,3rd & 4th qtr	1st,2nd,3rd & 4th qtr	GoP	5000	5000	0	Deliberation on recruitment and selection
5020201002	Division Quarterly Meeting	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st,2nd,3rd & 4th qtr	1st,2nd,3rd & 4th qtr	GoP	164000	164000	0	Discuss quarterly accomplishments of programs/projects; issues and concerns w/ the Divisions/personnel
5020201002	BAC Meeting	RO - FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	Jan-Dec	Jan-Dec	GoP	18000	18000	0	meetings for the procurement of goods & services; infra; CS
5020201002	SPMS - ROPMT Meetings	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st,2nd,3rd & 4th qtr	1st,2nd,3rd & 4th qtr	GoP	7500	7500	0	for the calibration of spms ratings of person for 2 semesters.
5020201002	Conduct of 2021 Year-End Evaluation	RO- FAD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Dec. 2021	Dec. 2021	GoP	423045.16	423045.16	0	Year-End performance award program; give due recognition of awards to sub-regional teams & Individuals who demonstrated outstanding work performance
5020201002	COA Entrance and Exit Conference	RO- FAD	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st qtr	1st qtr	GoP	25000	25000	0	provide a venue for COA to communicate a 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	10000	0	for registration/training fees during attendance to various CSC and other agencies training
5020201002	Conduct of GAD Trainings and other related activities	RO- MSSU	NO	NP-53.9 - Small Value Procurement	N/A	N/A	1st qtr & 2nd qtr	1st qtr & 2nd qtr	GoP	26590	26590	0	updates on the preparation and on-line submission of FY 2020 GAD Plans & Budget
5020201002	Division Quarterly Meeting	RO-LGCDD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	3rd qtr	3rd qtr	GoP	132000	132000	0	meetings of the Regional Mgt Coordinating Comm
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	40000	48000	0	Discuss quarterly accomplishments of programs/projects; issues and concerns w/ the Divisions/personnel
5020201002	Conduct of Planning Link meetings and Conference	RO- PedPu	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan & July	Jan & July	GoP	20000	20000	0	Planning Conference for the preparation of OPB
5020201002	Conduct of Regional Management Committee Meeting (ManCom)	RO- PedPu	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	13000	13000	0	Monthly meeting with Top Management and Div. Chiefs/ Unit/Section Heads of the Reg. Office

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	
5020201002	Conduct of Regional Management Consultative Conference (RMCC)	RO- PedPu	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-Dec	Jan-Dec	GoP	50000	50000	0	Monthly Regional Management Consultative Conference by the Top Mgt, PDs, CD, Club heads Division and Unit Chiefs
5020201002	Conduct of ORD's Team Conference	RO- PedPu	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	1st,2nd,3rd & 4th qrt	1st,2nd,3rd & 4th qrt	GoP	68000	68000	0	Quarterly Team Conference for the Office the Regional Director (ORD)
5020201002	Conduct of Monthly Prov/I/City Conference	RO - OARD	NO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-Dec	Jan-Dec	GoP	1377864.84	1377864.84	0	Monthly Team Conference of the Provincial/City sub-regional offices

PREPARED BY

Ariane A. Urdaneta
ARIANE A. URDANETA
 AO V/GSSU

REVIEWED BY:

Faye Astor
FAYE ASTOR
 Budget Officer

RECOMMENDED BY:

MA. Aurora C. Corpuz
MA. AURORA C. CORPUZ
 BAC Chairman

APPROVED BY:

Alex C. Roldan
ALEX C. ROLDAN, CESO V
 Regional Director