

OFFICE OF THE OMBUDSMAN (VISAYAS) REGIONAL OFFICE NO. VIII, TACLOBAN CITY
ANNUAL PROCUREMENT PLAN FOR FY 2017

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement*	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I.	COMMON SUPPLIES & EQUIPMENT (See attached APP 2017 for Common Supplies & Equipment for details)	OMB 8	Agency-to-Agency/ Shopping/Small Value Proc. (SVP)	As Needed	As Needed	As Needed	As Needed	GoP	2,151,855.89	2,151,855.89		
II.	ADMINISTRATIVE SUPPORT SERVICES											
1	Advertising Expense (Newspaper Publication/Radio)	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	14,000.00	14,000.00		
2	Courier, Mailing Services/Postage & Deliveries	OMB 8	SVP	March	March	April	April	GoP	105,000.00	105,000.00		
3	Electricity Expense	OMB 8	WETI	N/A				GoP	300,000.00	300,000.00		
4	Fidelity Bond Premiums	OMB 8		N/A				GoP	10,350.00	10,350.00		
5	Food Expenses/Catering Services for the OMB Anniversary Celebration & other related activities	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	50,000.00	50,000.00		
6	Fuel, Oil & Lubricants Expense	OMB 8		As Needed	As Needed	As Needed	As Needed	GoP	218,580.00	218,580.00		
7	Gasoline Consumption (for generator)	OMB 8		As Needed	As Needed	As Needed	As Needed	GoP	4,400.00	4,400.00		
8	General Services (Job Order Employment)	OMB 8		N/A				GoP	137,280.00	137,280.00		
9	Insurance for Building Content	OMB 8		N/A				GoP	8,000.00	8,000.00		
10	Insurance for Motor Vehicle (GSIS)	OMB 8		N/A				GoP	14,000.00	14,000.00		
11	Janitorial Services	OMB 8	SVP	April	April	May	May	GoP	129,868.57	129,868.57		
12	Library Books/Reference Materials/Resources	OMB 8	SVP/Agency-to-Agency	As Needed	As Needed	As Needed	As Needed	GoP	20,000.00	20,000.00		
13	Newspaper Subscription	OMB 8	SVP	April	April	May	May	GoP	18,600.00	18,600.00		
14	Ombudsman Activities that needs supplies, materials & others (Ex. Hataw & Wellness Programs, Team Building, & Ombudsman Anniversary)	OMB 8	SVP/Shopping/ Neg. Proc.	As Needed	As Needed	As Needed	As Needed	GoP	70,000.00	70,000.00		
15	Purified Drinking/Alkaline/Mineral Water	OMB 8	SVP	March	March	April	April	GoP	18,000.00	18,000.00		
16	Registration of Motor Vehicle/s (LTO)	OMB 8		N/A				GoP	8,000.00	8,000.00		
17	Rental of Office Space	OMB 8	SVP/Neg. Proc. (Lease)	February	February	February	February	GoP	745,360.00	745,360.00		
18	Rental of Photocopying Machine	OMB 8	SVP	July	July	August	August	GoP	144,000.00	144,000.00		
19	Repair & Maintenance - Motor Vehicle	OMB 8	SVP/Direct Contracting	As Needed	As Needed	As Needed	As Needed	GoP	77,800.00	77,800.00		
20	Repair & Maintenance - Furniture & Fixtures	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	25,900.00	25,900.00		
21	Repair & Maintenance - IT Equipment & Software	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	48,000.00	48,000.00		
22	Repair & Maintenance - Office Equipment (Fax Machine, Shredder, etc.)	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	2,000.00	2,000.00		
23	Repair & Maintenance - Other Office Equipment	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	6,000.00	6,000.00		
24	Repair & Maintenance of Aircon (cleaning, recharging/reprocessing, replacement of parts, etc.)	OMB 8	SVP/Direct Contracting	As Needed	As Needed	As Needed	As Needed	GoP	70,400.00	70,400.00		
25	Reproduction/Printing (Tarpaulins, Banners, Streamers), Binding, & Publication Exp.	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	80,000.00	80,000.00		
26	Security Services	OMB 8	SVP	March	March	April	April	GoP	584,293.51	584,293.51		
27	Telephone - Mobile (Cellphone Subscription for OMB textline/hotline)	OMB 8	WETI	As Needed	As Needed	As Needed	As Needed	GoP	12,000.00	12,000.00		
28	Telephone Lines - Landline	OMB 8	WETI	N/A				GoP	117,800.00	117,800.00		
29	Trainings, Seminars, Ocular Inspection, & Capability-Building of OMB8 Personnel	OMB 8		As Needed	As Needed	As Needed	As Needed	GoP	800,000.00	800,000.00		
30	Water Consumption	OMB 8	WETI	N/A				GoP	28,800.00	28,800.00		
31	Other MOOE (Petty Cash Expenses and Rental of Sound System & other equipments used for official activities)	OMB 8	SVP/Shopping/ Neg. Proc.	As Needed	As Needed	As Needed	As Needed	GoP	116,000.00	116,000.00		
III.	TRAININGS, SEMINARS, FORUMS & MEETINGS FOR VARIOUS STAKEHOLDERS (VS)**											
32	Anti-Corruption Forums/Conferences	VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	150,000.00	150,000.00		
33	Blue Certification	VS	SVP	January	January	January	January	GoP	150,000.00	150,000.00		
34	Campus Integrity Crusaders (CICs) Orientations	VS	SVP	June	June	July	July	GoP	390,000.00	390,000.00		
35	CIC Summit/Congress	VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	200,000.00	200,000.00		
36	CIC Youth Camp	VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	250,000.00	250,000.00		

Code (PAP)	Procurement Program/Project		PMO/ End-User	Mode of Procurement*	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Program/Project)
					Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
37	Environmental Ombudsman Related Activities		VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	100,000.00	100,000.00		
38	Gender and Development (GAD) Related Activities		VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	100,000.00	100,000.00		
39	Integrity, Transparency and Accountability in Public Service (ITAPS) Seminar		VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	150,000.00	150,000.00		
40	International Anti-Corruption Day/Anti-Corruption Month Celebration		VS	SVP	November	November	November	November	GoP	100,000.00	100,000.00		
41	Investment Ombudsman Launching		VS	SVP	January	January	February	February	GoP	150,000.00	150,000.00		
42	Investment Ombudsman Related Activities		VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	100,000.00	100,000.00		
43	Seminars/Trainings for CICs		VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	200,000.00	200,000.00		
44	Other Anti-Corruption Activities/Trainings/Seminars		VS	SVP	As Needed	As Needed	As Needed	As Needed	GoP	100,000.00	100,000.00		
IV.	OFFICE FURNITURE AND FIXTURE												
45	Bookshelf	3 Pc.	OMB 8	Shopping/SVP	June	June	June	June	GoP	39,000.00	39,000.00		
46	Cabinet for Forms (Open shelves)	2 Pc.	OMB 8	Shopping/SVP	June	June	June	June	GoP	20,000.00	20,000.00		
47	Cabinet, Customized, Made of Wood	6 Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	120,000.00		120,000.00	
48	Cabinet, Evidence/Filing, Steel, 3-4 drawers, lateral	5 Unit	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	150,000.00		150,000.00	
49	Cabinet, Filing, Steel, 4 drawers, vertical	8 Unit	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	116,000.00	116,000.00		
50	Cabinet, with Safety Vault, Steel, for Cashier	1 Pc.	OMB 8	Shopping/SVP	May	May	May	May	GoP	22,000.00		22,000.00	
51	Chair, Bench, with cabinet	2 Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	28,000.00	28,000.00		
52	Chair, Clerical/Junior/Executive	15 Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	75,000.00	75,000.00		
53	Chair, Senior Executive/High/Mid Eack Office Chair	1 Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	13,000.00	13,000.00		
54	Chair, Visitor, Single	16 Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	28,800.00	28,800.00		
55	Chair, Waiting/Gang	2 Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	36,000.00		36,000.00	
56	Coffee Table w/ Chairs	1 Set	OMB 8	Shopping	February	February	February	February	GoP	23,000.00		23,000.00	
57	Computer Table	8 Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	20,000.00	20,000.00		
58	Dish Keeper/Cabinet	1 Pc.	OMB 8	Shopping	May	May	May	May	GoP	5,000.00	5,000.00		
59	Guard Reception Desk/Table	1 Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	10,000.00	10,000.00		
60	Office Table (Executive/Clerical)	4 Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	56,000.00	56,000.00		
61	Side Table	6 Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	24,000.00	24,000.00		
62	Utility Rack/Cabinet	2 Pc.	OMB 8	Shopping/SVP	May	May	May	May	GoP	18,000.00	18,000.00		
63	Visitor's Table	2 Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	20,000.00	20,000.00		
V.	IT EQUIPMENT AND SOFTWARE												
64	Anti-Virus/Internet Security for PC & Laptop	19 User	OMB 8	Shopping	January	January	January	January	GoP	22,800.00	22,800.00		
65	Camera, Drone	1 Unit	OMB 8	Shopping	March	March	March	March	GoP	40,000.00		40,000.00	
66	Camera, DSLR	1 Unit	OMB 8	Shopping	June	June	June	June	GoP	50,000.00		50,000.00	
67	Cellphone, high-end w/ long capacity recorders	4 Unit	OMB 8	Shopping	February	February	February	February	GoP	80,000.00		80,000.00	
68	Computer Speaker, Heavy Duty	2 Unit	OMB 8	Shopping	February	February	February	February	GoP	8,000.00	8,000.00		
69	Desktop Computer Set	3 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	195,000.00		195,000.00	
70	Fax Machine	2 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	24,000.00	24,000.00		
71	Laptop Computer w/ Licensed OS & Office	3 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	135,000.00		135,000.00	
72	LCD Projector w/ screen/accessories	1 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	45,000.00		45,000.00	
73	Page Maker Software	1 Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	20,000.00		20,000.00	
74	Printer, Colored	2 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	50,000.00		50,000.00	
75	Printer, Dot Matrix	1 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	14,950.00	14,950.00		
76	Printer, Laser, Heavy Duty, Multi-function, Big	1 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	85,000.00		85,000.00	
77	Printer, Laser/Inkjet	2 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	40,000.00		40,000.00	
78	Printer, Portable/Multi-function	2 Unit	OMB 8	Shopping	March	March	March	March	GoP	80,000.00		80,000.00	
79	Scanner, Portable	1 Unit	OMB 8	Shopping	March	March	March	March	GoP	14,500.00	14,500.00		
80	Scanner, Heavy Duty	1 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	75,000.00		75,000.00	
81	Video Camera	1 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	80,000.00		80,000.00	
82	Web Camera	2 Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	10,000.00	10,000.00		

Code (PAP)	Procurement Program/Project			PMO/ End-User	Mode of Procurement*	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
						Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
83	Wireless USB Adapter/Wi-fi Receiver	4	Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	4,000.00	4,000.00		
VI.	OTHER PROPERTY, PLANT AND EQUIPMENT (PPE)													
84	Acrylic Name/Sign Holder	25	Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	25,000.00	25,000.00		
85	Audio Recorder, portable	2	Unit	OMB 8	Shopping	April	April	April	April	GoP	20,000.00	20,000.00		
86	CCTV Security/Surveillance System	1	Lot	OMB 8	SVP	March	March	March	March	GoP	160,000.00		160,000.00	
87	CD/DVD Player	1	Unit	OMB 8	Shopping	March	March	March	March	GoP	7,000.00	7,000.00		
88	Comb Binding Machine	1	Pc.	OMB 8	Shopping	March	March	March	March	GoP	8,000.00	8,000.00		
89	Counterfeit Money Detector	1	Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	1,500.00	1,500.00		
90	Desktop Labeler	1	Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	3,000.00	3,000.00		
91	Emergency Lights	2	Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	28,000.00	28,000.00		
92	Karaoke with CD/DVD Player	1	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	20,000.00		20,000.00	
93	Laser Pointer/Wireless Presenter	2	Pc.	OMB 8	Shopping	March	March	March	March	GoP	10,000.00	10,000.00		
94	Life Vest/Bullet Proof Vest	4	Pc.	OMB 8	Shopping	May	May	May	May	GoP	140,000.00		140,000.00	
95	Megaphone, with built-in siren	2	Unit	OMB 8	Shopping	May	May	May	May	GoP	20,000.00	20,000.00		
96	Microphone, Wireless or w/ cord	3	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	10,500.00	10,500.00		
97	Microphone, with Mic. Stand	2	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	10,000.00	10,000.00		
98	Modular Cubicles/Office Partition	1	Lot	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	600,000.00		600,000.00	
99	Name Plate	1	Pc.	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	5,000.00	5,000.00		
100	Office Partition (Director's Office)	1	Lot	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	100,000.00		100,000.00	
101	Organizational Chart Board	1	Pc.	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	5,000.00	5,000.00		
102	Paper Cutter/Cutting Machine	3	Pc.	OMB 8	Shopping	March	March	March	March	GoP	27,000.00	27,000.00		
103	Pistol Gun, .45 cal.	4	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	200,000.00		200,000.00	
104	Public Address System/Podium	1	Pc.	OMB 8	Shopping/SVP	May	May	May	May	GoP	75,000.00		75,000.00	
105	Puncher, 3-hole	2	Pc.	OMB 8	Shopping	March	March	March	March	GoP	4,000.00	4,000.00		
106	Puncher, Heavy Duty	3	Pc.	OMB 8	Shopping	March	March	March	March	GoP	9,000.00	9,000.00		
107	Refrigerator	1	Unit	OMB 8	Shopping	April	April	April	April	GoP	25,000.00		25,000.00	
108	Ring Binder	1	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	7,000.00	7,000.00		
109	Shelving Units/Racks, Metal/Steel/Wood	8	Pc.	OMB 8	Shopping/SVP	As Needed	As Needed	As Needed	As Needed	GoP	480,000.00		480,000.00	
110	Signages, Panaflex, Indoor/Outdoor, Assorted	2	Pc.	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	16,940.00	16,940.00		
111	Sound System, portable, preferably with microphone and speaker stand/tripod	2	Lot	OMB 8	Shopping	February	February	February	February	GoP	140,000.00		140,000.00	
112	Spy/Micro Camera/Discreet Recording, pen type	5	Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	35,000.00	35,000.00		
113	Stapler, Heavy Duty, High Capacity	4	Pc.	OMB 8	Shopping	March	March	March	March	GoP	36,000.00	36,000.00		
114	Stapler, Saddle/Booklet	1	Pc.	OMB 8	Shopping	March	March	March	March	GoP	7,000.00	7,000.00		
115	Step Ladder	1	Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	7,000.00	7,000.00		
116	Suggestion/Comment/Feedback Box	1	Pc.	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	5,000.00	5,000.00		
117	Table Top Glass	19	Pc.	OMB 8	SVP	February	February	February	February	GoP	24,700.00	24,700.00		
118	Television, LED	3	Unit	OMB 8	Shopping	April	April	April	April	GoP	120,000.00		120,000.00	
119	Tools for Vehicle (wrenches, pliers, etc.)	15	Pc.	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	15,000.00	15,000.00		
120	Two-Way Radio	2	Set	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	24,000.00	24,000.00		
121	Typewriter	1	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	37,000.00		37,000.00	
122	Vacuum Cleaner	1	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	15,000.00		15,000.00	
123	Venetian Blinds	1	Lot	OMB 8	SVP	As Needed	As Needed	As Needed	As Needed	GoP	75,000.00		75,000.00	
124	Voice Amplifier with Lapel Microphone	2	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	16,000.00	16,000.00		
125	Water Dispenser	2	Unit	OMB 8	Shopping	As Needed	As Needed	As Needed	As Needed	GoP	28,000.00	28,000.00		
126	Wheel Meter	1	Unit	OMB 8	Shopping	February	February	February	February	GoP	20,000.00		20,000.00	
TOTAL (PhP)											12,794,977.97	9,261,977.97	3,533,000.00	
Additional Provision for Inflation (10% of Total)											1,279,497.80			
GRAND TOTAL (PhP)											14,074,475.77			

Code (PAP)	Procurement Program/Project	PMO/ End- User	Mode of Procurement*	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	DO	

DEFINITION

- 1. PROGRAM (BESF)** - A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
- 2. PROJECT (BESF)** - Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- 3. PMO/End User** - Unit as proponent of program or project
- 4. Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- 5. Schedule for Each Procurement Activity** - Major procurement activities (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).
- 6. Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
- 7. Estimated Budget** - Agency approved estimate of project/program costs
- 8. Remarks** - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, an especially those posted at the PhilGeps.

Breakdown into mooe and co for tracking purposes; aligned with budget documents
Any remark that will help GPPB track programs and projects

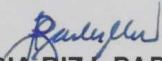
NOTE:


- * - The mode of procurement shall be based on the actual need of the end-users
- ** - Inclusive of food, logistical requirements, tarpaulin, rentals, supplies and materials, and other expenses.

LEGEND:

WETI - Water, Electricity, Telecommunications, & Internet Service Providers

Prepared by:


MARIA RIZ I. PADULLA
Admin. Officer III/Supply Officer II


CHARIZ C. GARCIA
Admin. Officer V/Budget Officer III


Date Prepared: November 7, 2016

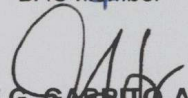
Recommending Approval:

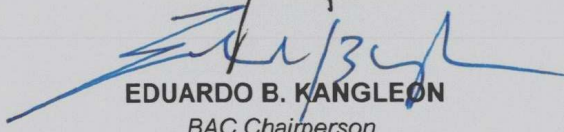
OMB R08 BIDS & AWARDS COMMITTEE:


REGINALD M. TABONES
BAC Member

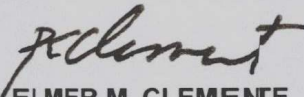

- on leave -
GARRY D. JOSOL
BAC Member


JULMANE N. PLAZA
BAC Member


JANICE G. GABRITO-AGULLO
BAC Vice-Chairperson


EDUARDO B. KANGLEON
BAC Chairperson

Approved by:


PAUL ELMER M. CLEMENTE
Deputy Ombudsman for the Visayas


OFFICE OF THE OMBUDSMAN (VISAYAS) REGIONAL OFFICE NO. VIII, TACLOBAN CITY
SUPPLEMENTAL ANNUAL PROCUREMENT PLAN FOR FY 2017 (NO. 1)

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement ¹	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
I.	COMMON-USE SUPPLIES & EQUIPMENT²	OMB 8	Agency-to-Agency/ Shopping	As Needed	As Needed	As Needed	As Needed	GoP	476,630.56	476,630.56		
II.	IT EQUIPMENT											
1	Printer, Laser/Inkjet ³	OMB 8	Shopping	April	May	June	June	GoP	120,000.00		120,000.00	
III.	OTHER PROPERTY, PLANT AND EQUIPMENT (PPE)											
1	Garbage/Waste/Trash Bin, with wheels	OMB 8	Shopping	June	July	August	August	GoP	9,000.00	9,000.00		
TOTAL (PhP)									605,630.56	485,630.56	120,000.00	

DEFINITION

- PROGRAM (BESF)** - A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
- PROJECT (BESF)** - Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- PMO/End User** - Unit as proponent of program or project
- Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- Schedule for Each Procurement Activity** - Major procurement activities (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).
- Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
- Estimated Budget** - Agency approved estimate of project/program costs
- Remarks** - brief description of program or project

Remarks

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.


Breakdown into mooe and co for tracking purposes; aligned with budget documents
Any remark that will help GPPB track programs and projects

NOTE:

- ¹ - The mode of procurement shall be based on the actual need of the end-users
- ² - Please see attached List of Common Supplies & Equipment for details
- ³ - Additional quantity of the item from the approved APP FY 2017.

Prepared by:

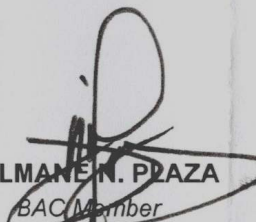

MARIA RIZ I. PADULLA
Admin. Officer III/Supply Officer II



CHARIZ C. GARCIA
Admin. Officer V/Budget Officer III

Recommend/Recommending Approval:
OMB RO8 BID OMB RO8 BIDS & AWARDS COMMITTEE:

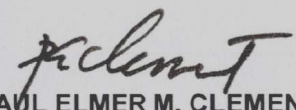

REGINALD M. TABONES
BAC Member


GARRY D. JOSOL
BAC Member


JULMAN N. PLAZA
BAC Member


JANICE G. GABRITO AGULLO
BAC Vice-Chairperson

Approved by:


PAUL ELMER M. CLEMENTE
Deputy Ombudsman for the Visayas
cur *Inday*

Date Prepared: March 13, 2017

- on leave -
EDUARDO B. KANGLEON
BAC Chairperson