

OFFICE OF THE DEPUTY OMBUDSMAN FOR LUZON

ANNUAL PROCUREMENT PLAN

(January to December 2019)

Code (PAP) in original APP	Procurement Program/Project	Qty.	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget P		Remarks/Purposes
					Ad/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	MOOE	CO	(Brief Description of Project/Program)
1	Newspaper subscription		DO, AO, BAC, Library (c/o FAB)	Bidding (c/o CO)	January-December				55,000.00		
2	Satellite Signal subscription		DO'S OFFICE	NP-SVP	January -December				20,000.00		For official use
3	Mailing expenses		CREMEB (c/o FAB)	Agency to Agency	January -December				720,000.00		For mailing of official documents
4	Electrical supplies and materials		All Bureaus and BAC (c/o FAB)	NP-SVP	January -December				20,000.00		For official use
5	Office equipment repair, maintenance, parts& accessories		All Bureaus (c/o FAB)	NP-SVP	January - December				50,000.00		For official use
6	Telephone expenses		All Bureaus (c/o FAB)	NP-Direct Contracting	January -December				230,000.00		For official use
7	Drinking water expenses		All Bureaus (c/o FAB)	Bidding (c/o CO)	c/o CO				160,000.00		For official use
8	Gasoline, lubricant and oil expenses		FAB-Motorpool	Bidding (c/o CO)	January-December				700,000.00		For official vehicles
9	Battery 12V	5	FAB-Motorpool	NP-SVP	January-December				45,000.00		For official vehicles
10	Tubeless tires	24	FAB-Motorpool	NP-SVP	January-December				240,000.00		For official vehicles
11	Motor vehicles/motorcycles insurance		FAB-Motorpool	Agency to agency	January -December				210,000.00		For official vehicles/motorcycles
12	Motor vehicles/motorcycles repair and maintenance		FAB-Motorpool	NP-SVP	Janaury-December				230,000.00		

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13	Lavatory parts and materials		All Bureaus (As the Need Arises) (FAB)	NP-SVP	January-December (As needed)				20,000.00		For replacement of defective lavatory parts
14	Bidet with accessories	12	All Bureaus (FAB)	Shopping	January -December (As needed)				12,000.00		Replacement of defective bidets
15	Exhaust fan	12	All Bureaus (FAB)	Shopping	January -December (As needed)				24,000.00		Replacement of defective exhaust fans
16	Aircon repair & maintenance		All Bureaus (FAB)	NP-SVP	January-December (As needed)				200,000.00		
17	Air purifier filter	12	CREMEB	NP-SVP	January -December (As the need arises)				50,400.00		For replacement of air purifier filters
18	Supply and installation of modular partitions w/ table	Var.	All Bureaus (FAB)	Bidding	FIRST QUARTER					17,612,740.00	For official use
19	Repair/renovation of OMB-Luzon offices	Var.	A,B,C and D, CREMEB	Bidding	FIRST QUARTER					6,264,845.74	For official use
20	Rewiring of electrical lines		(FAB)Rosales TC	NP-SVP	FIRST QUARTER					450,000.00	For replacement of defective electrical wires
21	Protective hard-shell carrying case w/ foam and divider	1	FIB	NP-SVP	FIRST QUARTER					35,500.00	For field investigation
22	Frosted white privacy glass film tint	6	FIB	NP-SVP	FIRST QUARTER				8,000.00		For security purpose
23	Multi-function colored printer with scanner	3	FAB, PACPB (2)	Shopping	FIRST QUARTER					60,000.00	For BAC and FIB documentation and for training activities

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24	Computer w/printer (4gb DDR4 2TB 7200RPM 2GB Graphics)	4	CREMEB	NP-SVP	FIRST QUARTER					336,000.00	For digitization of records
25	Luggage	1	PACPB	NP-SVP	FIRST QUARTER				8,000.00		For Corruption Prevention Group: field seminars/projects
26	Clerical chairs (for visitors)	16	CREMEB	NP-SVP	FIRST QUARTER				112,000.00		
27	Executive chairs	13	C (2), FIB (1), CREMEB (10)	NP-SVP	FIRST QUARTER				130,000.00		
28	Executive table	1	C	NP-SVP	FIRST QUARTER					15,000.00	
29	Three-seater sofa	1	FIB	NP-SVP	FIRST QUARTER				14,000.00		
30	Kitchen cabinet	1	D	By administration	FIRST QUARTER				40,000.00		Pantry
31	Ceiling-high modular for interview room	1	FIB	NP-SVP	FIRST QUARTER					30,000.00	FOR USE DURING INTERVIEWS WITH COMPLAINANTS AND WITNESSES
32	Circular center table with three chairs	1	FIB	NP_SVP	FIRST QUARTER					17,000.00	
33	Four-layer lateral cabinet	2	C	NP-SVP	FIRST QUARTER					36,000.00	

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34	Steel cabinet (5-layer shelf cabinet)	1	PACPB	NP_SVP	FIRST QUARTER				8,000.00		For replacement of damaged supplies steel cabinet
35	Steel cabinet (2-drawer)	2	D	NP-SVP	FIRST QUARTER				6,000.00		
36	Steel cabinet with lock	4	FIB	NP_SVP	FIRST QUARTER				40,000.00		
37	Plastic table	1	D (1)	NP-SVP	FIRST QUARTER				6,000.00		Pantry
38	Room divider	1	FIB	NP-SVP	FIRST QUARTER				10,000.00		Director's Office
39	Console table	1	D	NP-SVP	FIRST QUARTER				5,000.00		Director's Office
40	Bookshelves with glass	2	A, D	NP-SVP	FIRST QUARTER				20,000.00		To be used in the conference room/library
41	Bathroom mirror	1	FIB	NP-SVP	FIRST QUARTER				1,200.00		
42	Bathroom shelf	1	FIB	NP-SVP	FIRST QUARTER				1,300.00		

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43	Electric airpot	2	A, C	NP-SVP	FIRST QUARTER				2,160.00		
44	Rechargeable digital voice recorder with built- in USB expandable memory	7	PACPB (2), A(2), C(2), CREMEB (1)	NP-SVP	FIRST QUARTER				60,000.00		For Corruption Prevention Group: Integrity Assessment Projects
45	Cellular phone (smartphone)	3	PACPB	NP-SVP	FIRST QUARTER				24,000.00		For Public Assistance and Corruption Prevention Groups ie CIC, IA, ITAPS/SWEEPS
46	Cordless phone	9	PACPB (5), FIB (4)	NP-SVP	FIRST QUARTER				27,000.00		For new PACPB office space
47	Printer colored ink (Blk/M/C/Y	1	FAB	NP-SVP	FIRST QUARTER					15,000.00	
48	Construction of generator and container van platforms, and flagpole		(FAB) Rosales TC	NP-SVP	SECOND QUARTER					464,000.00	For official use
49	Supply and installation of container vans		(FAB) Rosales TC	Bidding	SECOND QUARTER					1,100,000.00	For records safekeeping
50	Supply & installation of smoke detectors		(FAB) Rosales TC	NP-SVP	SECOND QUARTER					450,000.00	For fire hazard safety

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51	Jr. executive table	1	BAC	NP-SVP	SECOND QUARTER					15,000.00	For BAC Secretariat's use
52	Mood lighting set	1	PACPB	NP-SVP	SECOND QUARTER				33,000.00		For seminar/training
53	Records & asset tracking solution	1	DO's Office for CREMEB/Bureaus	Bidding	SECOND QUARTER					2,200,000.00	For records' documentation
54	Sofa set with center table (3-1-1) metal frame	7	BAC, FAB (2), PIAAPB-D, RTC, PIAAPB-C, PIAAPB-A	NP-SVP	SECOND QUARTER					280,000.00	For visitors' lounge
55	Conference table (10-seater)	4	B, CREMEB, FIB, PACPB	NP-SVP	SECOND QUARTER					225,000.00	For meetings/conferences
58	Conference table (12-seater)	2	PIAAPB-A, PIAAPB-C	NP-SVP	SECOND QUARTER					120,000.00	For meeting/conferences
59	Conference table (4-seater)	1	FIB	NP-SVP	SECOND QUARTER					25,000.00	For meetings/conferences
60	Conference chairs (mid-back/metal base)	68	A, B, C, CREMEB, FIB, PACPB,	NP-SVP	SECOND QUARTER				272,000.00		For seminar/training/conferences

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61	Desktop computer	58	FAB (1), PACPB (15) A (8), B (6), C(5), D(5), CREMEB (12), FIB (6)	Bidding	SECOND QUARTER					3,480,000.00	
62	Computer printer (black toner)	61	PACPB (13), A (6), B (6), C(9), D(9), CREMEB (12), FIB (6)	Bidding	SECOND QUARTER				610,000.00		
63	Portable computer printer	1	D	NP-SVP	SECOND QUARTER					15,000.00	
64	Uninterruptible power supply	3	C	NP-SVP	SECOND QUARTER				6,000.00		
65	External hard drive (1TB)	3	A, B, D	NP-SVP	SECOND QUARTER				9,000.00		
66	External Hard Drive (4TB)	1	CREMEB	NP-SVP	SECOND QUARTER					9,000.00	
67	Anti-virus program	2	CREMEB	NP-SVP	SECOND QUARTER				15,000.00		
68	Auto-feed numbering machine	1	CREMEB	NP-SVP	SECOND QUARTER					400,000.00	

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69	Digital projector with screen	1	D	NP-SVP	SECOND QUARTER					18,000.00	For case conference/meetings
70	Feeder scanner/heavy duty scanner	2	PACPB, FAB	NP-SVP	SECOND QUARTER					140,000.00	For Public Assistance and Corruption Prevention Groups ie CIC, IA, ITAPS/SWEEPS
71	Shredder	5	A (1), B (1), C(1), D(1), CREMEB	NP-SVP	SECOND QUARTER					75,000.00	For lawyers and support staff use
72	Thermal laminator A4 size	1	PACPB	NP-SVP	SECOND QUARTER				7,000.00		For Public Assistance and Corruption Prevention Groups ie CIC, IA, ITAPS/SWEEPS
73	Paginator	4	FIB	NP-SVP	SECOND QUARTER				5,000.00		
74	Corkboard	2	A, B	NP-SVP	SECOND QUARTER				2,000.00		
75	Digital wall clock	3	A (3), FIB (3)	NP-SVP	SECOND QUARTER				9,000.00		
76	Push Trolley (2 small, 1 big)	3	B(3)	NP-SVP	SECOND QUARTER				4,000.00		

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77	Whiteboard (60 in. x 60 in.)	1	B(1)	NP-SVP	SECOND QUARTER				7,000.00		
78	Whiteboard 4x5ft with aluminum stand and wheels	2	D (1), FIB (1)	NP-SVP	SECOND QUARTER				14,000.00		For case conferences/meetings
79	Various legal reference books and materials on Anti-Graft and Corruption, Auditing Procedures, Investigation	Various	D, FIB	NP-SVP	Second Quarter				68,000.00		For official use of PIAAPB-D/FIB
80	Refrigerator 7 cu ft with stand	4	FAB (1), B (2), CREMEB (1)	NP-SVP	Second Quarter					60,000.00	
81	24 port manage switch	1	D	NP-SVP	Second Quarter				25,000.00		For intranet upgrade
82	Paper cutter	4	PACPB (1), B (1), D(1), A (1)	NP-SVP	SECOND QUARTER				4,000.00		
83	Supply and installation of generator set	1	(FAB) Rosales TC	NP-SVP	THIRD QUARTER					800,000.00	For black/brown-out
84	Laptop	6	(2)PACPB; (2) FAB; (1) CREMEB-EMU (1),	Shopping	THIRD QUARTER					420,000.00	For training/seminars and records documentation
85	Supply and installation of CCTV camera	12	(2) PAPCB and (10) Rosales TC (c/o FAB)	NP-SVP	THIRD QUARTER				60,000.00		For security

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86	DSLR camera	1	FAB	NP-SVP	FOURTH QUARTER					70,000.00	For seminar/training
87	Handy cam digital video camera	1	FAB	NP-SVP	FOURTH QUARTER					45,000.00	For seminar/training
SUB TOTAL								4,659,060.00	35,283,085.74		
Training/Seminar/ Workshop											
88	Orientation Seminar on OMB Functions and Campus Integrity Crusaders (CIC) Program	639	PACPB	NP-SVP	January-December				265,700.00		PACPB Program/Activities
89	ITAPS	1000	PACPB	NP-SVP	January-December				585,000.00		PACPB Program/Activities
90	Integrity Assessment	3	PACPB	NP-SVP	January-December				210,000.00		PACPB Program/Activities
91	Three-Day Out of Town Training/Seminar for all Employees · Per diem · Transportation · Seminar Fee	140	All Bureaus	NP-SVP	January-December				1,400,000.00 1,400,000.00 <u>1,120,000.00</u> 3,920,000.00		To enhance knowledge and skills

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92	Three-Day Seminar/Seminar/ Seminar Fee	95	All Bureaus	NP-SVP	January-December				760,000.00		To develop the knowledge and skills
93	Two-Day Strategic Planning for 2019 Honorarium Accommodation Meals Supplies and Materials Transportation	40	FAB	NP-SVP	FIRST QUARTER				120,000.00 <u>20,000.00</u> 140,000.00		To set the target and plan for the next year operation.
94	Two-Day Strategic Planning for 2019 Honorarium Accommodation Meals Supplies and Materials	60	PIAAPB-A, B and C	NP-SVP	FIRST QUARTER				240,000.00 <u>20,000.00</u>		To assess the annual performance and set the target

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	Transportation								260,000.00		
95	Five-Day FIBs Strategic Planning and Training Course - Honorarium - Accommodation - Meals - Supplies and materials - Transportation	35	FIB	NP-SVP	FIRST QUARTER				350,000.00 60,000.00 <u>4,500.00</u> 414,500.00		To refresh and enhance the skills of the FIB Investigators
96	One Day Values Formation/ Integrity Devt. Workshop Seminar	260	PACPB	NP-SVP	FIRST QUARTER				191,000.00		PACPB Program/Activities
97	Two Day Seminar on Government Procurement (9184 and 2016 RIRR) Honorarium Meals Supplies and Materials	68 (34 per batch x 2 batches)	All Bureaus/BAC, TWG, Secretariat, Inspection Committee	NP-SVP and Agency to Agency	SECOND QUARTER				32,000.00 17,000.00 2,000.00		

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101	<ul style="list-style-type: none"> · Meals and Refreshment · Honorarium · Supplies and Materials 	26	FIB	NP-SVP	SECOND QUARTER				26,000.00		For rank and file employees and records officers
								64,000.00			
								<u>8,000.00</u>			
								98,000.00			
102	Two-day Legal Draftsmanship Training	34	All PIAAPB	NP-SVP	THIRD QUARTER				51,000.00		
103	One-day basic communication and writing skills training	34	All Bureaus	NP-SVP	THIRD QUARTER				25,000.00		For non-lawyer personnel
104	One Day Campus Integrity Crusaders Congress/ Recognition Rites	630	PACPB	NP-SVP	THIRD QUARTER				388,000.00		PACPB Program/Activities
105	<ul style="list-style-type: none"> Four Day Managerial and Leadership Trainings · Food · Honorarium 	30	All Bureaus	NP-SVP and Agency to Agency	THIRD QUARTER				30,000.00		For lawyers
								50,000.00			

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	Materials/hand-outs								<u>4,000.00</u>		
									84,000.00		
106	Two-Day Seminar on Money Laundering · Meals and Refreshment · Honorarium Supplies and Materials	34	PIAAPBs and FIB	NP-SVP	THIRD QUARTER				17,000.00 32,000.00 <u>2,000.00</u> 51,000.00		For PIAAPB Lawyers and FIB Investigators
107	Two-Day Training on Records Management · Meals and Refreshment · Honorarium Supplies and Materials	34	CREMEB	NP-SVP	THIRD QUARTER				17,000.00 32,000.00 <u>4,000.00</u> 53,000.00		For rank and file employees and records officers

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108	Four-Day Seminar on Basic Trial Advocacy and Witness Preparation (in- house) · Food · Honorarium · Materials/hand-outs	45	PIAAPB and FIB	NP-SVP and Agency to Agency	THIRD QUARTER				45,000.00 128,000.00 <u>4,500.00</u> 177,500.00		For PIAAPB Lawyers and FIB Investigators
109	One-Day Seminar on Lifestyle Check & · Meals and Refreshment · Honorarium · Supplies and Materials	34	PIAAPB-A, B, C and D	NP-SVP	FOURTH QUARTER				17,000.00 32,000.00 <u>2,000.00</u> 51,000.00		For PIAAPB Lawyers
110	Two-Day Seminar on Advanced Computer Literacy (Excel, Powerpoint, MS Word) (in-house) · Meals and Refreshment	32	All Bureaus (Specify which Bureaus)	NP-SVP	FOURTH QUARTER						For rank and file employees

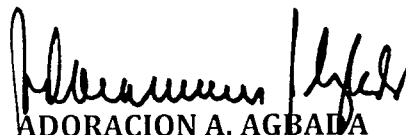
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120	Working Towards Personal Effectiveness (POAP)	5	FAB	NP-SVP	THIRD QUARTER				135,000.00		
121	Transformational Leadership in a Changing Environment (POAP)	5	FAB	NP-SVP	THIRD QUARTER				135,000.00		
122	Employee Relations (POAP)	6	FAB	NP-SVP	FOURTH QUARTER				162,000.00		
123	Organizational Communication	5	FAB	NP-SVP	FOURTH QUARTER				135,000.00		
124	Mentoring and Coaching (CSC)	8	FAB		January-December				48,000.00		
125	Ethical Leadership (CSC)	8	FAB		January-December				48,000.00		
126	Supervisory Development Course Track 1 (CSC)	8	FAB		January-December				96,000.00		
127	Supervisory Development Course Track 2-3 (CSC)	8	FAB		January-December				96,000.00		
128	Seminar-Workshop on Administrative Justice (CSC)	8	FAB		January-December				72,000.00		
129	Leave Administration Course for Effectiveness (CSC)	3	FAB		SECOND QUARTER				18,600.00		
130	Public Service Ethics and Accountability (CSC)	8	FAB		SECOND QUARTER				49,600.00		


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131	Basic Customer Service Skills (CSC)	8	FAB		FIRST & SECOND QUARTERS				49,600.00		
132	Basic Negotiation Skills (CSC)	8	FAB		SECOND & THIRD QUARTERS				48,000.00		
133	Seminar Workshop on Rules on Administrative Cases in the Civil Service (CSC)	8	FAB		SECOND & THIRD QUARTERS				48,000.00		
134	Clerical Secretarial Development Course (CSC)	8	FAB		FIRST & SECOND QUARTERS				48,000.00		
135	Values Orientation Workshop (CSC)	4	FAB		SECOND & THIRD QUARTERS				24,000.00		
136	Seminar Workshop on Records Disposition and Administration (NAP)	5	FAB		FIRST & SECOND QUARTERS				130,000.00		
137	Eelectronic Records Management (NAP)	5	FAB		SECOND & THRID QUARTERS				130,000.00		
138	Records Counter Disaster Preparedness and Business Continuity (NAP)	5	FAB		SECOND & THIRD QUARTERS				130,000.00		

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139	ICT Development Essentials for Government Managers (DICT-NCMS)	9	FAB		FIRST, SECOND & THIRD QUARTERS				67,500.00		
140	Networking Essentials (DICT-NCMS)	9	FAB		FIRST, SECOND AND THIRD QUARTERS				45,000.00		
141	Computer Hhardware Installation and Repair (DICT-NCMS)	4	FAB		SECOND & THIRD QUARTERS				26,000.00		
142	Records Management for Newbies (PRMAI)	5	FAB		FIRST QUARTER				130,000.00		
143	Seminar/Workshop on MS Access for Records Management (PRMAI)	5	FAB		FIRST QUARTER				130,000.00		
144	Seminar/Workshop on Updates on Philippine Government Accounting and Budgeting System and/or Seminar Workshop on the TRAIN Law (PAGBA, INC)	3	FAB		SECOND QUARTER				84,000.00		

Code (PAP) in original APP	Procurement Program/Project	Qty.	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity				Estimated Budget P		Remarks/Purposes
					Ad/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing	MOOE	CO	(Brief Description of Project/Program)
145	Seminar/Workshop for Philippine Government Accountants and Budget Officers (GACPA)	3	FAB		SECOND QUARTER				84,000.00		
146	Laws and Rules on Government Expenditures (for Accountants, Budget Officers and SDOs) (COA- PIDS)	8	FAB		SECOND & THIRD QUARTERS				48,000.00		
147	Cash Management and Control System (COA- PIDS)	3	FAB		SECOND QUARTER				30,000.00		
148	Appraisal and Disposal of Government Properties (COA-PIDS)	8	FAB		SECOND & THIRD QUARTERS				48,000.00		
149	Seminar on the Implementation of Government Accounting Manual for NGAS (COA- PIDS)	3	FAB		THIRD & FOURTH QUARTERS				30,000.00		
	SUB TOTAL								P 16,220,000.00	0.00	
	GRAND TOTAL								20,879,060.00	35,283,085.74	56,162,145.74


Submitted by the OMB-LUZON Bids and Awards Committee:


ADORACION A. AGBADA
Chairperson

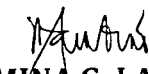

ZARNETTE E. SANCEDA
Vice-Chairperson


JANE JAVIER-GARZON
Member


ON LEAVE
MELISSA CHRISTINA S. SANTOS
Member


WILHELMINA G. LAMBINO
Member

Certified Funds Available:


WILHELMINA G. LAMBINO
Budget Officer

APPROVED:


GERARD A. MOSQUERA
DEPUTY OMBUDSMAN FOR LUZON