



Republic of the Philippines
Office of the Ombudsman
 Office of the Deputy Ombudsman for Mindanao
 Cor. Earth & Libra Sts., GSIS Heights, Matina, Davao City

ANNUAL PROCUREMENT PLAN FOR C.Y. 2019

CODE	Procurement Program/Project	PMO/End User	Mode of Procurement	Schedule of 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	
1. MACHINERY & EQUIPMENT												
1.I. OFFICE EQUIPMENT												
2019-OPE-0002	Machine, Paper Cutting, Heavy Duty	FIB	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	3,000.00	3,000.00		
2019-OPE-0006	Puncher, Metal, Heavy Duty	CREMEB	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	600.00	600.00		
2019-OPE-0009	2 units, Wireless Presenter	PACPB	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	6,000.00	6,000.00		
1.II. INFORMATION & COMMUNICATION TECHNOLOGY EQUIPMENT												
2019-ICT-0003	2 units, External Hard Drive, Portable (2 TB)	PLAAPB-D	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	16,000.00	16,000.00		
2019-ICT-0004	23 units, External Hard Drive, Portable (500 GB)	CREMEB & PLAAPB-B	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	12,650.00	12,650.00		
2019-ICT-0005	15 units, Uninterruptible Power Supply (UPS)	PLAAPB-A	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	60,000.00	60,000.00		
2019-ICT-0009	Printer w/ Scanner (Automatic Document Feeder)	PACPB	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	12,000.00	12,000.00		
2019-ICT-0013	3 units, Printer, Inkjet	FIB	NP-SVP	PhilGEPS/OMB-Website		1st Quarter		GoP	22,500.00	22,500.00		
2. MAINTENANCE & OTHER OPERATING EXPENSES												
2.I. TRAVELING EXPENSES												
2018-TRV-0001	Traveling Expenses	OMB-MIN & CDO-Regional Office						Delegated to Administrative Services	GoP	1,500,000.00	1,500,000.00	
2.II. TRAINING EXPENSES												
2018-TRN-0001	Training Expenses	OMB-MIN & CDO-Regional Office						Delegated to Administrative Services	GoP	700,000.00	700,000.00	
2.III. COMMUNICATION EXPENSES												
2019-CMN-0001	Postage & Courier Services	OMB-MIN & CDO-Regional Office						Delegated to Administrative Services	GoP	700,000.00	700,000.00	
2019-CMN-0002	Telephone Expenses (Mobile/Landline)	OMB-MIN & CDO-Regional Office						Delegated to Administrative Services	GoP	1,000,000.00	1,000,000.00	
2019-CMN-0003	Internet Subscription Expenses	OMB-MIN & CDO-Regional Office						Delegated to Administrative Services	GoP	1,000,000.00	1,000,000.00	
2019-CMN-0004	Cable, Satellite, Telegraph and Radio Expenses	OMB-MIN & CDO-Regional Office						Delegated to Administrative Services	GoP	50,000.00	50,000.00	
2.IV. GENERAL SERVICES												
2019-JNT-0001	Janitorial Services	OMB-MIN & CDO-Regional Office	Public Bidding	PhilGEPS/OMB-Website		4th Quarter of C.Y. 2018		GoP	1,500,000.00	1,500,000.00		
2019-SEC-0001	Security Services	OMB-MIN & CDO-Regional Office	Public Bidding	PhilGEPS/OMB-Website		4th Quarter of C.Y. 2018		GoP	3,000,000.00	3,000,000.00		
2019-GNS-0001	Other General Services	OMB-MIN & CDO-Regional Office	Public Bidding	PhilGEPS/OMB-Website		4th Quarter of C.Y. 2018		GoP	1,300,000.00	1,300,000.00		
2.V. REPAIRS & MAINTENANCE												
2019-RPM-0001	Repairs & Maintenance - Buildings & Other Structures	OMB-MIN & CDO-Regional Office	NP-SVP	PhilGEPS/OMB-Website		as the need arises		GoP	250,000.00	250,000.00		



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2.V. REPAIRS & MAINTENANCE (CONT'D)												
2019-RPM-0003	Repairs & Maintenance - Machinery Equipment	OMB-MIN & CDO-Regional Office	NP-SVP	PhilGEPS/OMB-Website		as the need arises		GoP	1,000,000.00	1,000,000.00		
2019-RPM-0004	Repairs & Maintenance - Transportation Equipment	OMB-MIN & CDO-Regional Office	NP-SVP	PhilGEPS/OMB-Website		as the need arises		GoP	500,000.00	500,000.00		
2.VI. TAXES, INSURANCE PREMIUMS & OTHER FEES												
2019-TIO-0001	Taxes, Duties and Licenses	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	50,000.00	50,000.00		
2019-TIO-0002	Fidelity Bond Premiums	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	150,000.00	150,000.00		
2019-TIO-0003	Insurance Expenses	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	800,000.00	800,000.00		
3.VII. OTHER MAINTENANCE & OPERATING EXPENSES												
3.VII.A. PRINTING & PUBLICATION EXPENSES												
2019-PRP-0001	Printing & Publication Expenses	OMB-MIN & CDO-Regional Office	NP-SVP	PhilGEPS/OMB-Website		1st, 2nd, 3rd & 4th Quarter		GoP	400,000.00	400,000.00		
3.VII.B. SUBSCRIPTION EXPENSES												
2019-NWS-0001	Newspaper Subscription	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	40,000.00	40,000.00		
3.VII.B. RENT & LEASE EXPENSES												
2019-RNT-0001	Rents - Buildings & Structures	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	1,100,000.00	1,100,000.00		
4. UTILITY EXPENSES												
4.I WATER EXPENSES												
2019-WTR-0001	Water Expenses	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	300,000.00	300,000.00		
4.II ELECTRICITY EXPENSES												
2019-ELC-0001	Electricity Expenses	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	4,000,000.00	4,000,000.00		
5. CONFIDENTIAL, INTELLIGENCE & EXTRAORDINARY EXPENSES												
2019-EME-0001	Extraordinary Expenses	OMB-MIN				Delegated to Administrative Services		GoP	532,800.00	532,800.00		
2019-EME-0002	Miscellaneous Expenses	OMB-MIN				Delegated to Administrative Services		GoP	720,000.00	720,000.00		
6. SUPPLIES & MATERIALS EXPENSES												
2019-OFS-0001	Office Supplies Expenses	OMB-MIN & CDO-Regional Office	NP-SVP	PhilGEPS/OMB-Website		1st, 2nd, 3rd & 4th Quarter		GoP	2,048,450.00	2,048,450.00		
2019-OFS-0002	Accountable Forms Expenses	OMB-MIN & CDO-Regional Office				Delegated to Administrative Services		GoP	200,000.00	200,000.00		
2019-OFS-0003	Fuel, Oil and Lubricants Expenses	OMB-MIN & CDO-Regional Office	NP-SVP	PhilGEPS/OMB-Website		1st, 2nd, 3rd & 4th Quarter		GoP	700,000.00	700,000.00		



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MAINTENANCE & OTHER OPERATING EXPENSES (MOOE)

A. MACHINERY & EQUIPMENT EXPENSES	P	132,750.00
B. TRAVELING EXPENSES		1,500,000.00
C. TRAINING EXPENSES		700,000.00
D. COMMUNICATION EXPENSES		2,750,000.00
E. GENERAL SERVICES		5,800,000.00
F. REPAIRS & MAINTENANCE		1,750,000.00
G. TAXES, INSURANCE PREMIUMS & OTHER FEES		1,000,000.00
H. PRINTING & PUBLICATION EXPENSES		400,000.00
I. SUBSCRIPTION EXPENSES		40,000.00
J. RENT & LEASE EXPENSES		1,100,000.00
K. WATER EXPENSES		300,000.00
L. ELECTRICITY EXPENSES		4,000,000.00
M. CONFIDENTIAL, INTELLIGENCE & EXTRAORDINARY EXPENSES		1,252,800.00
N. SUPPLIES & MATERIALS EXPENSES		2,948,450.00
	P	<u>23,674,000.00</u>

CAPITAL OUTLAY (CO)

A. OTHER OFFICE EQUIPMENT, FURNITURE & FIXTURES, I.C.T. EQUIPMENT & OTHER EXPENSES	P
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Prepared by:

RODOLFO P. TORREÓN, JR.
 Administrative Officer III
 Property/Supply Officer

Certified Funds Available/
 Certified Appropriate Funds Available:

DOREEN PEARL M. MACATANGAY
 Administrative Officer III
 Acting Budget Officer
 Pursuant to Office Order No. 624
 series of 2017 dated August 15, 2017

Recommending Approval:

AMELIA O. PELIGRO
 Chief Administrative Officer

Approved/Disapproved:

RODOLFO M. ELMAN
 Deputy Ombudsman for Mindanao
 Head of Office/Agency