
ANNUAL PROCUREMENT PLAN FOR 2019
For Common-Use Supplies and Equipment

PHILIPPINE CROP INSURANCE CORPORATION
HEAD OFFICE

28 August 2018

MS. BINGLE B. GUTIERREZ

Executive Director

Procurement Service

R.R. Road, Cristobal Street, Paco
Manila

Land
NSD PS DBM 28AUG18PM1:41

Dear Dir. Gutierrez,

We are submitting herewith our CY 2019 Annual Procurement Plan for Common-Use Supplies and Equipment.

Thank you.

Very truly yours,


SEGUNDO H. GUERRERO, JR.

Vice-President, Support Services Group

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ANNUAL PROCUREMENT PLAN-COMMON SUPPLIES AND EQUIPMENT (APP-CSE) 2019 FORM

Introduction:

Listed in this template are all the common supplies and equipment (CSE) carried in stock by the Procurement Service (PS) that may be purchased by government agencies. Agencies must accomplish this form and submit in order to purchase CSEs from the PS. Consistent with DBM Circular No. 2016-9 dated October 27, 2016, the APP-CSE shall serve as the agency's APR for all its CSE requirements. Items in the template has been arranged in accordance with UNSPSC coding and this is in preparation for integration of the APP-CSE template in the Modernized Government Electronic Procurement System (MGEPS).

Instructions:

- Download the worksheet file APP-CSE 2019 template at www.ps-philgeps.gov.ph
- Indicate the agency's monthly requirement per item in the APP-CSE 2019 form.
- The agency should indicate zero if an item is not being purchased by the agency or purchased for a particular month.
- Agency must not delete any item in the template; neither should it include line items or revise the template.
- An APP-CSE is considered incorrect or invalid if
 - form used is other than the prescribed format which can be downloaded only at www.ps-philgeps.gov.ph and;
 - correct format is used but fields were deleted and/or inserted in PART I of the template
- Fill out your CSE requirements that are available for purchase in the PS under the PART I. For other items that are not available from the PS but is regularly purchased by the agency from other sources, agency must indicate the items in the PART II and indicate likewise the unit prices based on its last purchase.
- Once accomplished and finalized, the APP-CSE 2019 form should be:
 - Saved using this format: APP2019_Name of Agency_Main or Regional Office (e.g. APP2019_DBM_Central Office, APP2019_DBM_Region IVA).
 - Printed and signed by the agency Property/Supply Officer, Budget Officer and Head of the Procuring Entity. An unsigned APP-CSE or that which lacks any of the three (3) signatures will be considered as an invalid submission.
- The SIGNED COPY of the APP-CSE must be scanned and saved as pdf format. Together with the excel file, the signed copy in pdf format should be submitted using the online facility at PS website. Ensure that two files are submitted.
- An agency may revise its APP-CSE during the year if there will be changes in its requirements. However, it should submit an original APP-CSE within the prescribed deadline. Agency may follow the same procedure as indicated in No. 7 when submitting the revised copy. All requirements in excess of the quantities indicated in the original APP-CSE will not be served if not covered by a revised APP-CSE.
- For further assistance/clarification, agencies may call the Marketing and Sales Division of the Procurement Service at telephone no.(02)689-7750 local 4019 and look for Ms. Evelyn I. Torres or Ms. Anna Liz C. Bona.

Note: Consistent with Memorandum Circular No. 2018-1 dated May 28, 2018 the APP-CSE for FY 2019 must be submitted on or before August 31, 2018.

Department/Bureau/Office: PHILIPPINE CROP INSURANCE CORPORATION
 Region: MAIN & NCR
 Address: 7th Floor, Building A, NIA Complex, EDSA, Quezon City.

Agency Account Code: X133
 Organization Type: Government Owned and Controlled Corporation (GOCC)

Contact Person: Gilbert D. Jalbuena
 Position: OIC-PMGSD
 Email: gsd_pck@yahoo.com
 Telephone/Mobile Nos: 3618983

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																		Total Quantity for the year	Price Catalogue	Total Amount for the year		
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec				Q4	Q4 AMOUNT
PART I. AVAILABLE AT PROCUREMENT SERVICE STORES																										
Pesticides or Pest Repellents																										
1	10191509-IN-A01	INSECTICIDE, aerosol type, net content: 600ml min	can	6			6	836.16	6			6	836.16	6			6	836.16	6			6	836.16	24.00	139.36	3,344.64
Solvents																										
2	12191601-AL-E01	ALCOHOL, ethyl, 68%-70%, scented, 500ml (-5ml)	bottle	72			72	3,167.42	72			72	3,167.42	72			72	3,167.42	72			72	3,167.42	288.00	43.99	12,669.70
Color Compounds and Dispersions																										
3	12171703-SI-P01	STAMP PAD INK, purple or violet	bottle	5			5	123.14				0	0.00	5			5	123.14				0	0.00	10.00	24.63	246.27
Films																										
4	13111203-AC-F01	ACETATE, thickness: 0.075mm min (gauge #3)	roll	5			5	3,686.18	5			5	3,686.18	5			5	3,686.18	5			5	3,686.18	20.00	737.24	14,744.70
5	13111201-CF-P02	CARBON FILM, PE, black, size 210mm x 297mm	box	4			4	834.08	4			4	834.08	4			4	834.08	4			4	834.08	16.00	208.52	3,336.32
6	13111201-CF-P02	CARBON FILM, PE, black, size 216mm x 330mm	box				0	0.00				0	0.00				0	0.00				0	0.00	0.00	208.52	0.00
Paper Materials and Products																										
7	14111525-CA-A01	CARTOLINA, assorted colors	pack	5			5	363.90	5			5	363.90	5			5	363.90				0	0.00	15.00	72.78	1,091.69
8	14111506-CF-L11	CONTINUOUS FORM, 1 PLY, 280 x 241mm	box	1			1	682.24				0	0.00				0	0.00				0	0.00	1.00	682.24	682.24

9	1411506-CF-L32	CONTINUOUS FORM, 1 PLY, 280 x 378mm	box	1		1	1,029.60			0	0.00	1		1	1,029.60			0	0.00	2.00	1,029.60	2,059.20
10	1411506-CF-L32	CONTINUOUS FORM, 2 ply, 280 x 378mm, carbonless	box	1		1	1,300.00			0	0.00	1		1	1,300.00			0	0.00	2.00	1,300.00	2,600.00
11	1411506-CF-L31	CONTINUOUS FORM, 2 ply, 280mm x 241mm, carbonless	box	1		1	765.44			0	0.00			0	0.00			0	0.00	1.00	765.44	765.44
12	1411506-CF-L31	CONTINUOUS FORM, 3 PLY, 280 x 241mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	596.80	0.00
13	1411506-CF-L32	CONTINUOUS FORM, 3 PLY, 280 x 378mm, carbonless	box			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,034.80	0.00
14	1411609-LL-C01	LOOSELEAF COVER, made of chipboard, for legal	bundle	10		10	6,706.96			0	0.00			0	0.00			0	0.00	10.00	670.70	6,706.96
15	1411514-NP-S02	NOTE PAD, stick on, 50mm x 76mm (2" x 3") min	pad	10		10	322.19	5		5	161.10			0	0.00			0	0.00	15.00	32.22	483.29
16	1411514-NP-S04	NOTE PAD, stick on, 76mm x 100mm (3" x 4") min	pad	20		20	1,121.12	10		10	560.56			0	0.00			0	0.00	30.00	56.06	1,681.68
17	1411514-NP-S03	NOTE PAD, stick on, 76mm x 76mm (3" x 3") min	pad	15		15	622.44			0	0.00			0	0.00			0	0.00	15.00	41.50	622.44
18	1411514-NB-S01	NOTEBOOK, STENOGRAPHER, spiral, 40 leaves	piece	30		30	361.30	10		10	120.43			0	0.00			0	0.00	40.00	12.04	481.73
19	1411507-PP-M01	PAPER, MULTICOPY, 80gsm, size: 210mm x 297mm	ream	150		150	19,855.68	150		150	19,855.68	150		150	19,855.68	150		150	19,855.68	600.00	132.37	79,422.72
20	1411507-PP-M02	PAPER, MULTICOPY, 80gsm, size: 216mm x 330mm	ream	25		25	3,868.80	25		25	3,868.80	25		25	3,868.80	25		25	3,868.80	100.00	154.75	15,475.20
21	1411507-PP-C01	PAPER, Multi-Purpose (COPY) A4, 70 gsm	ream	15		15	1,717.72	15		15	1,717.72	15		15	1,717.72	15		15	1,717.72	60.00	114.51	6,870.86
22	1411507-PP-C02	PAPER, Multi-Purpose (COPY) Legal, 70 gsm	ream	10		10	1,299.79	10		10	1,299.79	10		10	1,299.79	10		10	1,299.79	40.00	129.98	5,199.17
23	1411531-PP-R01	PAPER, PAD, ruled, size: 216mm x 330mm (± 2mm)	pad			0	0.00			0	0.00			0	0.00			0	0.00	0.00	17.35	0.00
24	1411503-PA-P01	PAPER, PARCHMENT, size: 210 x 297mm, multi-purpose	ream	1		1	96.20			0	0.00	1		1	96.20			0	0.00	2.00	96.20	192.40
25	1411818-TH-P02	PAPER, THERMAL, 55gsm, size: 216mm±1mm x 300-0.3m	roll	20		20	975.52	20		20	975.52	20		20	975.52	5		5	243.88	65.00	48.78	3,170.44
26	1411531-RE-B01	RECORD BOOK, 300 PAGES, size: 214mm x 278mm min	book	20		20	1,414.40	10		10	707.20	10		10	707.20	10		10	707.20	50.00	70.72	3,536.00
27	1411531-RE-B02	RECORD BOOK, 500 PAGES, size: 214mm x 278mm min	book	20		20	2,038.40	10		10	1,019.20	10		10	1,019.20	10		10	1,019.20	50.00	101.92	5,096.00
28	1411704-TT-P01	TOILET TISSUE PAPER 2-plys sheets, 150 pulls	pack			0	0.00			0	0.00			0	0.00			0	0.00	0.00	65.42	0.00
Batteries and Cells and Accessories																						
29	2611702-BT-A01	BATTERY, dry cell, AA, 2 pieces per blister pack	pack	10		10	197.29	10		10	197.29	10		10	197.29	10		10	197.29	40.00	19.73	789.15
30	2611702-BT-A02	BATTERY, dry cell, AAA, 2 pieces per blister pack	pack	10		10	195.00	10		10	195.00	10		10	195.00	10		10	195.00	40.00	19.50	780.00
31	2611702-BT-A03	BATTERY, dry cell, D, 1.5 volts, alkaline	pack	3		3	265.20	3		3	265.20	3		3	265.20	3		3	265.20	12.00	88.40	1,060.80
Manufacturing Components and Supplies																						
32	31201610-GL-J01	GLUE, all purpose, gross weight: 200 grams min	jar	5		5	239.10	5		5	239.10	5		5	239.10	5		5	239.10	20.00	47.82	956.38
33	31151804-SW-H01	STAPLE WIRE, for heavy duty staplers, (23/13)	box	10		10	206.75			0	0.00			0	0.00			0	0.00	10.00	20.68	206.75
34	31151804-SW-S01	STAPLE WIRE, STANDARD, (26/6)	box	20		20	401.02	10		10	200.51			0	0.00			0	0.00	30.00	20.05	601.54
35	31201502-TA-E01	TAPE, ELECTRICAL, 18mm x 16M min	roll	5		5	91.00	5		5	91.00	5		5	91.00	5		5	91.00	20.00	18.20	364.00
36	31201503-TA-M01	TAPE, MASKING, width: 24mm (±1mm)	roll	24		24	1,322.88	30		30	1,653.60	30		30	1,653.60	20		20	1,102.40	104.00	55.12	5,732.48
37	31201503-TA-M02	TAPE, MASKING, width: 48mm (±1mm)	roll	36		36	3,837.60			0	0.00	36		36	3,837.60			0	0.00	72.00	106.60	7,675.20
38	31201517-TA-P01	TAPE, PACKAGING, width: 48mm (±1mm)	roll	30		30	546.00			0	0.00	30		30	546.00			0	0.00	60.00	18.20	1,092.00
39	31201512-TA-T01	TAPE, TRANSPARENT, width: 24mm (±1mm)	roll	24		24	218.40			0	0.00			0	0.00			0	0.00	24.00	9.10	218.40
40	31201512-TA-T02	TAPE, TRANSPARENT, width: 48mm (±1mm)	roll	30		30	546.00	30		30	546.00	30		30	546.00	2		2	36.40	92.00	18.20	1,674.40

41	31151507-TW-P01	TWINE, plastic, one (1) kilo per roll	roll	10			10	509.60			0	0.00	10			10	509.60			0	0.00	20.00	50.96	1,019.20
Heating and Ventilation and Air Circulation																								
42	40101604-EF-C01	ELECTRIC FAN, INDUSTRIAL, ground type, metal blade	unit				0	0.00			0	0.00				0	0.00			0	0.00	0.00	974.48	0.00
43	40101604-EF-C01	ELECTRIC FAN, ORBIT type, ceiling, metal blade	unit				0	0.00			0	0.00				0	0.00			0	0.00	0.00	1,192.88	0.00
44	40101604-EF-S01	ELECTRIC FAN, STAND type, plastic blade	unit				0	0.00			0	0.00				0	0.00			0	0.00	0.00	1,006.39	0.00
45	40101604-EF-W01	ELECTRIC FAN, WALL type, plastic blade	unit				0	0.00			0	0.00				0	0.00			0	0.00	0.00	669.66	0.00
Lighting and Fixtures and Accessories																								
46	39101605-FL-T01	FLUORESCENT LAMP, 18 WATTS, linear tubular (T8)	piece	12			12	486.72	12		12	486.72	7			7	283.92			0	0.00	31.00	40.56	1,257.36
47	39101628-LB-L01	Ligh Bulb, LED, 7 watts 1 pc in individual box	piece				0	0.00			0	0.00				0	0.00			0	0.00	0.00	72.49	0.00
Measuring and Observing and Testing Equipment																								
48	41111604-RU-P02	RULER, plastic, 450mm (18"), width: 38mm min	piece	5			5	77.38			0	0.00	5			5	77.38			0	0.00	10.00	15.48	154.75
Cleaning Equipmnet and Supplies																								
49	47131812-AF-A01	AIR FRESHENER, aerosol, 280ml/150g min	can	10			10	860.60	10		10	860.60	10			10	860.60	10		10	860.60	40.00	86.06	3,442.40
50	47131604-BR-S01	BROOM, soft (tambo)	piece				0	0.00			0	0.00				0	0.00			0	0.00	0.00	130.00	0.00
51	47131604-BR-T01	BROOM, STICK (TING-TING), usable length: 760mm min	piece				0	0.00			0	0.00				0	0.00			0	0.00	0.00	30.58	0.00
52	47131829-TB-C01	CLEANER,TOILET BOWL AND URINAL, 900ml-1000ml cap	bottle				0	0.00			0	0.00				0	0.00			0	0.00	0.00	41.60	0.00
53	47131805-CL-P01	CLEANSER, SCOURING POWDER, 350g min/can	can				0	0.00			0	0.00				0	0.00			0	0.00	0.00	23.92	0.00
54	47131811-DE-B02	DETERGENT BAR, 140 grams as packed	bar				0	0.00			0	0.00				0	0.00			0	0.00	0.00	8.01	0.00
55	47131811-DE-P02	DETERGENT POWDER, all purpose, 1kg	pack				0	0.00			0	0.00				0	0.00			0	0.00	0.00	37.43	0.00
56	47131803-DS-A01	DISINFECTANT SPRAY, aerosol type, 400-550 grams	can	20			20	2,459.60			0	0.00				0	0.00			0	0.00	20.00	122.98	2,459.60
57	47131601-DU-P01	DUST PAN, non-rigid plastic, w/ detachable handle	piece				0	0.00			0	0.00				0	0.00			0	0.00	0.00	24.84	0.00
58	47131802-FW-P02	FLOOR WAX, PASTE, RED	can				0	0.00			0	0.00				0	0.00			0	0.00	0.00	269.36	0.00
59	47131830-FC-A01	FURNITURE CLEANER, aerosol type, 300ml min per can	can				0	0.00			0	0.00				0	0.00			0	0.00	0.00	87.36	0.00
60	47121804-MP-B01	MOP BUCKET, heavy duty, hard plastic	unit				0	0.00			0	0.00				0	0.00			0	0.00	0.00	1,911.00	0.00
61	47131613-MP-H02	MOPHANDLE, heavy duty, aluminum, screw type	piece				0	0.00			0	0.00				0	0.00			0	0.00	0.00	145.60	0.00
62	47131619-MP-R01	MOPHEAD, made of rayon, weight: 400 grams min	piece				0	0.00			0	0.00				0	0.00			0	0.00	0.00	110.24	0.00
63	47131501-RG-C01	RACS, all cotton, 32 pieces per kilogram min	bundle				0	0.00			0	0.00				0	0.00			0	0.00	0.00	49.69	0.00
64	47131602-SC-N01	SCOURING PAD, made of synthetic nylon, 140 x 220mm	pack				0	0.00			0	0.00				0	0.00			0	0.00	0.00	102.96	0.00
65	47121701-TB-P02	TRASHBAG, plastic, transparent	roll	40			40	5,595.20			0	0.00				0	0.00			0	0.00	40.00	139.88	5,595.20
66	47121702-WB-P01	WASTEBASKET, non-rigid plastic	piece	20			20	471.74			0	0.00				0	0.00			0	0.00	20.00	23.59	471.74
Information and Communication Technology (ICT) Equipment and Devices and Accessories																								
67	43211507-DCT-03	Desktop Computer, branded	unit				0	0.00			0	0.00				0	0.00			0	0.00	0.00	39,208.00	0.00
68	43202003-DV-W01	DVD REWRITABLE, speed: 4x min, 4.7GB capacity min	piece	20			20	435.76	20		20	435.76	20			20	435.76	20		20	435.76	80.00	21.79	1,743.04
69	43201827-HD-X02	EXTERNAL HARD DRIVE, 1TB, 2.5"HDD, USB 3.0	piece	3			3	8,174.40			0	0.00	3			3	8,174.40			0	0.00	6.00	2,724.80	16,348.80

70	43202010-FD-U01	FLASH DRIVE, 16 GB capacity	piece	10	10	10	30	8,299.20	10		10	2,766.40	10		10	2,766.40	10		10	2,766.40	60.00	276.64	16,598.40
71	43211503-LCT-02	Laptop Computer, branded	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	35,916.40	0.00
72	43211708-MO-D01	MOUSE, optical, USB connection type	unit	10			10	1,349.92			0	0.00			0	0.00			0	0.00	10.00	134.99	1,349.92
73	43212102-PR-D02	PRINTER, IMPACT DOT MATRIX, 24 pins, 136 column	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	33,131.28	0.00
74	43212102-PR-D01	PRINTER, IMPACT DOT MATRIX, 9 pins, 80 columns	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	7,995.52	0.00
75	43212105-PR-L01	PRINTER, LASER, monochrome, network-ready	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	724.88	0.00
76	N/A	PRINTER, LASER, Color	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
77	N/A	PRINTER, Inkjet, Monochrome	piece				0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
78	N/A	PRINTER, Inkjet, Color	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
79	N/A	Hub/Switches	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
80	N/A	Network Routers	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
81	N/A	Wireless Access Point	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

Office Equipment and Accessories and Supplies

82	44121710-CH-W01	CHALK, molded, white, dustless, length: 78mm min	box	1			1	25.68			0	0.00	1		1	25.68			0	0.00	2.00	25.68	51.36		
83	44121205-BF-C01	CLIP, BACKFOLD, all metal, clamping: 19mm (-1mm)	box	5	5	5	15	113.57	5		5	37.86	5	5	5	113.57	5	5	5	113.57	50.00	7.57	378.56		
84	44121205-BF-C02	CLIP, BACKFOLD, all metal, clamping: 25mm (-1mm)	box	5		5	10	133.95	5		5	66.98	5	5	5	200.93	5	5	5	200.93	45.00	13.40	602.78		
85	44121205-BF-C03	CLIP, BACKFOLD, all metal, clamping: 32mm (-1mm)	box	2	2	2	6	123.30	2	2	4	82.20	2	2	2	123.30	2	2	2	123.30	22.00	20.55	452.11		
86	44121205-BF-C04	CLIP, BACKFOLD, all metal, clamping: 50mm (-1mm)	box	1			1	39.52	1		1	39.52	1		1	39.52	1		1	39.52	4.00	39.52	158.08		
87	44121801-CT-R01	CORRECTION TAPE, film base type, UL 6m min	piece	10	10	10	30	526.66	10	10	10	30	526.66	10	10	30	526.66	10	10	10	30	526.66	120.00	17.56	2,106.62
88	44111515-DF-B01	DATA FILE BOX, made of chipboard, with closed ends	piece	8			8	558.27	5		5	348.92	5		5	348.92	5		5	348.92	23.00	69.78	1,605.03		
89	44122011-DF-F01	DATA FOLDER, made of chipboard, taglia lock	piece	20			20	1,372.80	20		20	1,372.80	20		20	1,372.80	20		20	1,372.80	80.00	68.64	5,491.20		
90	44121506-EN-D01	ENVELOPE, DOCUMENTARY, for A4 size document	box	5			5	2,040.69			0	0.00	5		5	2,040.69			0	0.00	10.00	408.14	4,081.38		
91	44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	box	1			1	518.08	1		1	518.08	1		1	518.08	1		1	518.08	4.00	518.08	2,072.30		
92	44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD,for legal size doc	box	1			1	738.40	1		1	738.40	1		1	738.40	1		1	738.40	4.00	738.40	2,953.60		
93	44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC, 0.50mm thickness min	piece	5			5	152.46	1		1	30.49	5		5	152.46			0	0.00	11.00	30.49	335.42		
94	44121506-EN-M01	ENVELOPE, MAILING,white, 80gsm (-5%)	box	5			5	1,643.20	5		5	1,643.20	5		5	1,643.20	5		5	1,643.20	20.00	318.64	6,572.80		
95	44121504-EN-W01	ENVELOPE, mailing, white, with window	box	1			1	410.80	1		1	410.80	1		1	410.80	1		1	410.80	4.00	410.80	1,643.20		
96	44111912-ER-B01	ERASER, FELT, for blackboard/whiteboard	piece	5			5	55.54	5		5	55.54	5		5	55.54	5		5	55.54	20.00	11.11	222.14		
97	44122118-FA-F01	FASTENER, METAL, 70mm between prongs	box	10	10	10	30	2,367.46	10		10	789.15		10	10	789.15		10	10	789.15	60.00	78.92	4,734.91		
98	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, 12 pockets	piece	17			17	1,200.30			0	0.00	17		17	1,200.30			0	0.00	34.00	70.61	2,400.59		
99	44122018-FT-D01	FILE TAB DIVIDER, bristol board, for A4	set	15		15	30	374.40	15		15	374.40		15	15	187.20		15	15	187.20	90.00	12.48	1,123.20		
100	44122018-FT-D02	FILE TAB DIVIDER, bristol board, for legal	set	5			5	83.20	5		5	83.20	5		5	83.20	5		5	83.20	20.00	16.64	332.80		
101	44122011-FO-F01	FOLDER, FANCY, for A4 size documents	bundle	9			9	2,279.63			0	0.00			0	0.00			0	0.00	9.00	253.29	2,279.63		
102	44122011-FO-F02	FOLDER, FANCY, for legal size documents	bundle	4			4	1,164.80			0	0.00			0	0.00			0	0.00	4.00	291.20	1,164.80		

103	44122011-FO-L01	FOLDER, L-TYPE, PLASTIC, for A4 size documents	pack	2			2	342.16			0	0.00			0	0.00			0	0.00	2.00	171.68	342.16			
104	44122011-FO-L02	FOLDER, L-TYPE, PLASTIC, for legal size documents	pack	2			2	427.44			0	0.00	2		2	427.44			0	0.00	4.00	219.72	854.88			
105	44122022-FO-P01	FOLDER, PRESSBOARD, size: 240mm x 370mm (-5mm)	box	10			10	7,467.20	5		5	3,733.60	5		5	3,733.60	5		5	3,733.60	25.00	746.72	18,668.00			
106	44122011-FO-T03	FOLDER, TAGBOARD, for A4 size documents	pack	10			10	2,173.60	10		10	2,173.60	10		10	2,173.60	10		10	2,173.60	40.00	217.36	8,694.40			
107	44122011-FO-T04	FOLDER, TAGBOARD, for legal size documents	pack	2			2	559.27	2		2	559.27	2		2	559.27	2		2	559.27	8.00	279.64	2,237.08			
108	44122008-IT-T01	INDEX TAB, self-adhesive, transparent	box	20			20	1,037.50	20		20	1,037.50	10		10	518.75	10		10	518.75	60.00	51.88	3,112.51			
109	44111515-MF-B02	MAGAZINE FILE BOX, LARGE size, made of chipboard	piece	30			30	1,248.00			0	0.00	30		30	1,248.00			0	0.00	60.00	41.60	2,496.00			
110	44121716-MA-F01	MARKER, FLUORESCENT, 3 assorted colors per set	set	5			5	186.16	5		5	186.16	5		5	186.16			0	0.00	15.00	37.23	558.48			
111	44121708-MW-B01	MARKER, whiteboard, black, felt tip, bullet type	piece	10			10	103.06	10		10	103.06	10		10	103.06			0	0.00	30.00	10.31	309.19			
112	44121708-MW-B02	MARKER, whiteboard, blue, felt tip, bullet type	piece	10			10	103.06	10		10	103.06	10		10	103.06			0	0.00	30.00	10.31	309.19			
113	44121708-MW-B03	MARKER, whiteboard, red, felt tip, bullet type	piece	5			5	51.53	5		5	51.53	5		5	51.53			0	0.00	15.00	10.31	154.60			
114	44121708-MP-B01	MARKER, PERMANENT, bullet type, black	piece	10			10	96.51	10		10	96.51	10		10	96.51			0	0.00	30.00	9.65	289.54			
115	44121708-MP-B02	MARKER, PERMANENT, bullet type, blue	piece	5			5	48.26	5		5	48.26	5		5	48.26			0	0.00	15.00	9.65	144.77			
116	44121708-MP-B03	MARKER, PERMANENT, bullet type, red	piece	3			3	28.95	3		3	28.95	3		3	28.95	3	3	6	57.91	15.00	9.65	144.77			
117	44122104-PC-G01	PAPER CLIP, vinyl/plastic coat, length: 32mm min	box	3	3	3	9	53.82	3		3	6	35.88	3		3	6	35.88	3		3	6	35.88	27.00	5.98	161.46
118	44122104-PC-J02	PAPER CLIP, vinyl/plastic coat, length: 48mm min	box	3	3	3	9	114.66	3		3	6	76.44	3		3	6	76.44		10		10	127.40	31.00	12.74	394.94
119	44121706-PE-L01	PENCIL, lead, w/ eraser, wood cased, hardness: HB	box	10		10	20	415.79	10		10	20	415.79		10		10	207.90			0	0.00	50.00	20.79	1,039.48	
120	44122037-RB-P10	RING BINDER, 80 rings, plastic, 32mm x 1.12m	bundle				0	0.00			0	0.00			0	0.00			0	0.00	0.00	281.64	0.00			
121	44122101-RU-B01	RUBBER BAND, 70mm min lay flat length (#18)	box	5			5	483.60			0	0.00	5		5	483.60			0	0.00	10.00	96.72	967.20			
122	44121905-SP-F01	STAMP PAD, FELT, bed dimension: 60mm x 100mm min	piece	5			5	138.32			0	0.00	2		2	55.33			0	0.00	7.00	27.66	193.65			
123	44121612-BL-H01	CUTTER BLADE, for heavy duty cutter	piece	10			10	117.73			0	0.00			0	0.00			0	0.00	10.00	11.77	117.73			
124	44121612-CU-H01	CUTTER KNIFE, for general purpose	piece	12			12	328.85	5		5	137.02		5	5	137.02			0	0.00	22.00	27.40	602.89			
125	44103202-DS-M01	DATING AND STAMPING MACHINE, heavy duty	piece	3			3	1,435.14			0	0.00			0	0.00			0	0.00	3.00	478.38	1,435.14			
126	44121619-PS-M01	PENCIL SHARPENER, manual, single cutter head	piece	3			3	561.60			0	0.00			0	0.00			0	0.00	3.00	187.20	561.60			
127	44101602-PU-P01	PUNCHER, paper, heavy duty, with two hole guide	piece	5			5	659.78			0	0.00			0	0.00			0	0.00	5.00	131.96	659.78			
128	44121618-SS-S01	SCISSORS, symmetrical, blade length: 65mm min	pair	10			10	156.00			0	0.00			0	0.00			0	0.00	10.00	15.60	156.00			
129	44121615-ST-S01	STAPLER, STANDARD TYPE, load cap: 200 staples min	piece	10			10	821.60			0	0.00	10		10	821.60			0	0.00	20.00	82.16	1,643.20			
130	44121615-ST-B01	STAPLER, BINDER TYPE, heavy duty, desktop	unit	3			3	2,636.40			0	0.00			0	0.00			0	0.00	3.00	878.80	2,636.40			
131	44121613-SR-P01	STAPLE REMOVER, PLIER-TYPE	piece	10			10	181.79			0	0.00			0	0.00			0	0.00	10.00	18.18	181.79			
132	44121605-TD-T01	TAPE DISPENSER, TABLE TOP, for 24mm width tape	piece	10			10	558.27			0	0.00			0	0.00			0	0.00	10.00	55.83	558.27			
133	44101602-PB-M01	BINDING AND PUNCHING MACHINE, binding cap: 50mm	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	10,400.00	0.00			
134	44101807-CA-C01	CALCULATOR, compact, 12 digits	unit	3			3	405.60			0	0.00			0	0.00			0	0.00	3.00	135.20	405.60			
135	44101714-FX-M01	FACSIMILE MACHINE, uses thermal paper	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	4,711.20	0.00			
136	44101601-PT-M01	PAPER TRIMMER/CUTTING MACHINE, max paper size: B4	unit				0	0.00			0	0.00			0	0.00			0	0.00	0.00	8,088.08	0.00			

137	44101603-PS-M01	PAPER SHREDDER, cutting width: 3mm-4mm (Entry Level)	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	5,699.20	0.00	
138	44101603-PS-M02	PAPER SHREDDER, cutting width: 3mm-4mm (Mid-Level)	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00	
Printer or Facsimile or Photocopier Supplies																							
139	44103109-BR-D05	DRUM CART, BROTHER DR-3455	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	6,864.00	0.00	
140	44103105-CA-C04	INK CART, CANON CL-741, Col.	cart	3		3	3,004.56	3		3	3,004.56	3		3	3,004.56	3		3	3,004.56	12.00	1,001.52	12,018.24	
141	44103105-CA-C02	INK CART, CANON CL-811, Colored	cart	5		5	5,148.00	5		5	5,148.00	5		5	5,148.00	5		5	5,148.00	20.00	1,029.60	20,592.00	
142	44103105-CA-B04	INK CART, CANON PG-740, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	754.00	0.00	
143	44103105-CA-B02	INK CART, CANON PG-810, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	780.00	0.00	
144	44103105-EP-B17	INK CART, EPSON C13T664100 (T6641), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	254.80	0.00	
145	44103105-EP-C17	INK CART, EPSON C13T664200 (T6642), Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	254.80	0.00	
146	44103105-EP-M17	INK CART, EPSON C13T664300 (T6643), Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	254.80	0.00	
147	44103105-EP-Y17	INK CART, EPSON C13T664400 (T6644), Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	254.80	0.00	
148	44103105-HP-B40	INK CART, HP C2P04AA (HP62) Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00	
149	44103105-HP-T40	INK CART, HP C2P06AA (HP62) Tri-color	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00	
150	44103105-HP-B09	INK CART, HP C9351AA, (HP21), Black	cart	2	2	2	6	3,949.92	2	2	2	6	3,949.92	2	2	2	6	3,949.92	2	1,316.64	20.00	658.32	13,166.40
151	44103105-HP-T10	INK CART, HP C9352AA, (HP22), Tri-color	cart	2	2	2	6	4,474.08	2	2	2	6	4,474.08	2	2	2	6	4,474.08	2	1,491.36	20.00	745.68	14,913.60
152	44103105-HP-T30	INK CART, HP C9363WA, (HP97), Tri-color	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,492.40	0.00	
153	44103105-HP-P48	INK CART, HP C9397A (HP72) 69ml Photo Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,996.80	0.00	
154	44103105-HP-C48	INK CART, HP C9398A (HP72) 69ml Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,996.80	0.00	
155	44103105-HP-M48	INK CART, HP C9399A (HP72) 69ml Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,996.80	0.00	
156	44103105-HP-Y48	INK CART, HP C9400A (HP72) 69ml Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,996.80	0.00	
157	44103105-HP-G48	INK CART, HP C9401A (HP72) 69ml Gray	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,996.80	0.00	
158	44103105-HP-B48	INK CART, HP C9403A (HP72) 130ml Matte Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,016.00	0.00	
159	44103105-HP-B17	INK CART, HP CC640WA, (HP60), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	650.00	0.00	
160	44103105-HP-T17	INK CART, HP CC643WA, (HP60), Tri-color	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	766.48	0.00	
161	44103105-HP-B35	INK CART, HP CD887AA, (HP703), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	339.04	0.00	
162	44103105-HP-T35	INK CART, HP CD888AA, (HP703), Tri-color	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	339.04	0.00	
163	44103105-HX-C40	INK CART, HP CD972AA, (HP 920XL), Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	629.20	0.00	
164	44103105-HX-M40	INK CART, HP CD973AA, (HP 920XL), Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	629.20	0.00	
165	44103105-HX-Y40	INK CART, HP CD974AA, (HP 920XL), Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	629.20	0.00	
166	44103105-HX-B40	INK CART, HP CD975AA, (HP 920XL), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,242.80	0.00	
167	44103105-HP-B20	INK CART, HP CH561WA, (HP61), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	644.80	0.00	
168	44103105-HP-T20	INK CART, HP CH562WA, (HP61), Tricolor	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	826.80	0.00	
169	44103105-HP-B49	INK CART, HP CH565A (HP82) Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,872.00	0.00	

170	44103105-HP-C49	INK CART, HP CH566A (HP82) Cyan	cart				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
171	44103105-HP-M49	INK CART, HP CH567A (HP82) Magenta	cart				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
172	44103105-HP-Y49	INK CART, HP CH568A (HP82) Yellow	cart				0	0.00				0	0.00				0	0.00	0.00	1,300.00	0.00
173	44103105-HX-B43	INK CART, HP CN045AA, (HP950XL), Black	cart	6			6	9,328.80	6			6	9,328.80	6			6	9,328.80	24.00	1,554.80	37,315.20
174	44103105-HX-C43	INK CART, HP CN046AA, (HP951XL), Cyan	cart	6			6	7,051.20	6			6	7,051.20	6			6	7,051.20	24.00	1,175.20	28,204.80
175	44103105-HX-M43	INK CART, HP CN047AA, (HP951XL), Magenta	cart	6			6	7,082.40	6			6	7,082.40	6			6	7,082.40	24.00	1,180.40	28,329.60
176	44103105-HX-Y43	INK CART, HP CN048AA, (HP951XL), Yellow	cart	6			6	7,082.40	6			6	7,082.40	6			6	7,082.40	24.00	1,180.40	28,329.60
177	44103105-HP-B36	INK CART, HP CN692AA, (HP704), Black	cart				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
178	44103105-HP-T36	INK CART, HP CN693AA, (HP704), Tri-color	cart				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
179	44103105-HP-B33	INK CART, HP CZ107AA, (HP678), Black	cart				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
180	44103105-HP-T33	INK CART, HP CZ108AA, (HP678), Tricolor	cart				0	0.00				0	0.00				0	0.00	0.00	339.04	0.00
181	44103105-HP-B42	INK CART, HP CZ121A (HP685A), Black	cart				0	0.00				0	0.00				0	0.00	0.00	366.08	0.00
182	44103105-HP-C33	INK CART, HP CZ122A (HP685A), Cyan	cart				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
183	44103105-HP-M33	INK CART, HP CZ123A (HP685A), Magenta	cart				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
184	44103105-HP-Y33	INK CART, HP CZ124A (HP685A), Yellow	cart				0	0.00				0	0.00				0	0.00	0.00	249.60	0.00
185	44103105-HP-T43	INK CART, HP F6V26AA (HP680) Tri-color	cart				0	0.00				0	0.00				0	0.00	0.00	403.83	0.00
186	44103105-HP-B43	INK CART, HP F6V27AA (HP680) Black	cart				0	0.00				0	0.00				0	0.00	0.00	403.83	0.00
187	44103105-HP-C50	INK CART, HP LoS51AA (HP955) Cyan Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
188	44103105-HP-M50	INK CART, HP LoS54AA (HP955) Magenta Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
189	44103105-HP-Y50	INK CART, HP LoS57AA (HP955) Yellow Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
190	44103105-HP-B50	INK CART, HP LoS60AA (HP955) Black Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
191	44103105-HX-C48	INK CART, HP LoS63AA (HP955XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
192	44103105-HX-M48	INK CART, HP LoS66AA (HP955XL) Magenta Original	cart				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
193	44103105-HX-Y48	INK CART, HP LoS69AA (HP955XL) Yellow Original	cart				0	0.00				0	0.00				0	0.00	0.00	1,277.76	0.00
194	44103105-HX-B48	INK CART, HP LoS72AA (HP955XL) Black Original	cart				0	0.00				0	0.00				0	0.00	0.00	1,737.02	0.00
195	44103105-HP-C51	INK CART, HP T6L89AA (HP905) Cyan Original	cart				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
196	44103105-HP-M51	INK CART, HP T6L93AA (HP905) Magenta Original	cart				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
197	44103105-HP-Y51	INK CART, HP T6L97AA (HP905) Yellow Original	cart				0	0.00				0	0.00				0	0.00	0.00	453.62	0.00
198	44103105-HP-B51	INK CART, HP T6M01AA (HP905) Black Original	cart				0	0.00				0	0.00				0	0.00	0.00	741.28	0.00
199	44103105-HX-C49	INK CART, HP T6M05AA (HP905XL) Cyan Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
200	44103105-HX-M49	INK CART, HP T6M09AA (HP905XL) Magenta Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
201	44103105-HX-Y49	INK CART, HP T6M13AA (HP905XL) Yellow Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
202	44103105-HX-B49	INK CART, HP T6M17AA (HP905XL) Black Original	cart				0	0.00				0	0.00				0	0.00	0.00	0.00	0.00
203	44103112-EP-R05	RIBBON CART, EPSON C13S015516 (#8750), Black	cart				0	0.00				0	0.00				0	0.00	0.00	76.75	0.00

204	44103112-EP-R07	RIBBON CART, EPSON C13S015531 (S015086), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	734.88	0.00
205	44103112-EP-R13	RIBBON CART, EPSON C13S015632, Black, for LX-310	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	75.92	0.00
206	44103103-BR-B03	TONER CART, BROTHER TN-2025, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,556.32	0.00
207	44103103-BR-B04	TONER CART, BROTHER TN-2130, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,820.00	0.00
208	44103103-BR-B05	TONER CART, BROTHER TN-2150, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,615.60	0.00
209	44103103-BR-B09	TONER CART, BROTHER TN-3320, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,941.95	0.00
210	44103103-BR-B11	TONER CART, BROTHER TN-3350, Black, for HL5450DN (CU Printer)	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	4,288.54	0.00
211	44103103-HP-B12	TONER CART, HP CE435A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,857.92	0.00
212	44103103-HP-B14	TONER CART, HP CE540A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,312.40	0.00
213	44103103-HP-B16	TONER CART, HP CE255A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	6,791.20	0.00
214	44103103-HP-B21	TONER CART, HP CE278A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,179.28	0.00
215	44103103-HP-B22	TONER CART, HP CE285A (HP85A), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,953.60	0.00
216	44103103-HP-B23	TONER CART, HP CE310A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,386.80	0.00
217	44103103-HP-C33	TONER CART, HP CE311A, Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,490.80	0.00
218	44103103-HP-Y23	TONER CART, HP CE312A, Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,490.80	0.00
219	44103103-HP-M23	TONER CART, HP CE313A, Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,490.80	0.00
220	44103103-HP-B24	TONER CART, HP CE320A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,854.80	0.00
221	44103103-HP-C34	TONER CART, HP CE321A, Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,010.80	0.00
222	44103103-HP-Y24	TONER CART, HP CE322A, Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,010.80	0.00
223	44103103-HP-M24	TONER CART, HP CE323A, Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,010.80	0.00
224	44103103-HP-B35	TONER CART, HP CE390A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	7,690.80	0.00
225	44103103-HP-B26	TONER CART, HP CE400A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	6,754.80	0.00
226	44103103-HP-C36	TONER CART, HP CE401A, Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9,978.80	0.00
227	44103103-HP-Y26	TONER CART, HP CE402A, Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9,978.80	0.00
228	44103103-HP-M26	TONER CART, HP CE403A, Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9,978.80	0.00
229	44103103-HP-B27	TONER CART, HP CE410A, (HP305), Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,868.80	0.00
230	44103103-HP-C27	TONER CART, HP CE411A, (HP305), Cyan	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	5,512.00	0.00
231	44103103-HP-Y27	TONER CART, HP CE412A, (HP305), Yellow	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	5,512.00	0.00
232	44103103-HP-M27	TONER CART, HP CE413A, (HP305), Magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	5,512.00	0.00
233	44103103-HP-B28	TONER CART, HP CE505A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	4,079.92	0.00
234	44103103-HX-B28	TONER CART, HP CE505X, Black, high cap	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	7,213.44	0.00
235	44103103-HP-B52	TONER CART, HP CF217A (HP17A) Black LaserJet	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,932.80	0.00
236	44103103-HP-B53	TONER CART, HP CF226A (HP26A) Black LaserJet	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00
237	44103103-HX-B50	TONER CART, HP CF226XC (HP26XC) Black LaserJet	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00	0.00

238	44103103-HP-B55	TONER CART, HP CF280A, LaserJet Pro M401/M425 2.7K Black	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
239	44103103-HP-B51	TONER CART, HP CF280XC	cart				0	0.00				0	0.00			0	0.00	0.00	6,962.80	0.00
240	44103103-HP-B56	TONER CART, HP CF281A (HP81A) Black LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	8,640.85	0.00
241	44103103-HP-B57	TONER CART, HP CF283A (HP83A) LaserJet Black	cart				0	0.00				0	0.00			0	0.00	0.00	3,241.70	0.00
242	44103103-HX-B51	TONER CART, HP CF283XC (HP83X) Blk Contract LJ	cart				0	0.00				0	0.00			0	0.00	0.00	3,946.80	0.00
243	44103103-HP-B58	TONER CART, HP CF287A (HP87) black	cart				0	0.00				0	0.00			0	0.00	0.00	10,051.60	0.00
244	44103103-HP-B59	TONER CART, HP CF310AC (HP826) black	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
245	44103103-HP-C59	TONER CART, HP CF311AC (HP826) cyan	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
246	44103103-HP-Y59	TONER CART, HP CF312AC (HP826) yellow	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
247	44103103-HP-M59	TONER CART, HP CF313AC (HP826) magenta	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
248	44103103-HX-B52	TONER CART, HP CF325XC (HP25X) Black LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	13,156.00	0.00
249	44103103-HP-B60	TONER CART, HP CF350A Black LJ	cart				0	0.00				0	0.00			0	0.00	0.00	2,901.60	0.00
250	44103103-HP-C60	TONER CART, HP CF351A Cyan LJ	cart				0	0.00				0	0.00			0	0.00	0.00	2,943.20	0.00
251	44103103-HP-Y60	TONER CART, HP CF352A Yellow LJ	cart				0	0.00				0	0.00			0	0.00	0.00	2,943.20	0.00
252	44103103-HP-M60	TONER CART, HP CF353A Magenta LJ	cart				0	0.00				0	0.00			0	0.00	0.00	2,943.20	0.00
253	44103103-HP-B61	TONER CART, HP CF360A (HP508A) Black LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	7,389.20	0.00
254	44103103-HX-B53	TONER CART, HP CF360XC (HP508X) Black Contract LJ	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
255	44103103-HP-C61	TONER CART, HP CF361A (HP508A) Cyan LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	9,474.40	0.00
256	44103103-HX-C53	TONER CART, HP CF361XC (HP508X) Cyan Contract LJ	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
257	44103103-HP-Y61	TONER CART, HP CF362A (HP508A) Yellow LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	9,474.40	0.00
258	44103103-HX-Y53	TONER CART, HP CF362XC (HP508X) Yellow Contract LJ	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
259	44103103-HP-M61	TONER CART, HP CF363A (HP508A) Magenta LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	9,474.40	0.00
260	44103103-HX-M53	TONER CART, HP CF363XC (HP508X) Magenta Contract LJ	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
261	44103103-HP-B62	TONER CART, HP CF400A (HP201A) Black LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
262	44103103-HP-C62	TONER CART, HP CF401A (HP201A) Cyan LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
263	44103103-HP-Y62	TONER CART, HP CF402A (HP201A) Yellow LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
264	44103103-HP-M62	TONER CART, HP CF403A (HP201A) Magenta LaserJet	cart				0	0.00				0	0.00			0	0.00	0.00	0.00	0.00
265	44103103-HP-B63	TONER CART, HP CF410A (HP410A) black	cart				0	0.00				0	0.00			0	0.00	0.00	4,440.80	0.00
266	44103103-HX-B54	TONER CART, HP CF410XC (HP410XC) black	cart				0	0.00				0	0.00			0	0.00	0.00	7,441.20	0.00
267	44103103-HP-C63	TONER CART, HP CF411A (HP410A) cyan	cart				0	0.00				0	0.00			0	0.00	0.00	5,049.20	0.00
268	44103103-HX-C54	TONER CART, HP CF411XC (HP410XC) cyan	cart				0	0.00				0	0.00			0	0.00	0.00	7,472.40	0.00
269	44103103-HP-Y63	TONER CART, HP CF412A (HP410A) yellow	cart				0	0.00				0	0.00			0	0.00	0.00	5,049.20	0.00
270	44103103-HX-Y54	TONER CART, HP CF412XC (HP410XC) yellow	cart				0	0.00				0	0.00			0	0.00	0.00	7,472.40	0.00
271	44103103-HP-M63	TONER CART, HP CF413A (HP410A) magenta	cart				0	0.00				0	0.00			0	0.00	0.00	5,049.20	0.00

272	44103103-HX-M54	TONER CART, HP CF413XC (HP410XC) magenta	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	7,472.40	0.00
273	44103103-HP-B34	TONER CART, HP Q2612A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,164.72	0.00
274	44103103-HP-B39	TONER CART, HP Q5942A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	7,482.80	0.00
275	44103103-HP-B48	TONER CART, HP Q7553A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	3,972.80	0.00
276	44103103-LX-B03	TONER CART, LEXMARK E360H11P, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	8,874.32	0.00
277	44103103-LX-B05	TONER CART, LEXMARK T650A11P, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9,630.40	0.00
278	44103103-SA-B06	TONER CART, SAMSUNG MLT-D101S, Black	cart	1		1	2,641.60	1		1	2,641.60	1		1	2,641.60	1		1	2,641.60	4.00	2,641.60	10,566.40
279	44103103-SA-B07	TONER CART, SAMSUNG MLT-D103S, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,912.00	0.00
280	44103103-SA-B08	TONER CART, SAMSUNG MLT-D104S, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,444.00	0.00
281	44103103-SA-B09	TONER CART, SAMSUNG MLT-D105L, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,787.20	0.00
282	44103103-SA-B14	TONER CART, SAMSUNG MLT-D108S, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,745.60	0.00
283	44103103-SA-B21	TONER CART, SAMSUNG MLT-D203E, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	7,124.00	0.00
284	44103103-SA-B18	TONER CART, SAMSUNG MLT-D203L, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	4,617.60	0.00
285	44103103-SA-B20	TONER CART, SAMSUNG MLT-D203U, black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9,464.00	0.00
286	44103103-SA-B12	TONER CART, SAMSUNG MLT-D205E, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	9,204.00	0.00
287	44103103-SA-B05	TONER CART, SAMSUNG MLT-D205L, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	5,064.80	0.00
288	44103103-SA-B10	TONER CART, SAMSUNG SCX-D6555A, Black	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	4,357.60	0.00
289	44103103-BR-B15	TONER CARTRIDGE, BROTHER TN-3478, Blackf, for printer HL-6400DW (4,000 pages)	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	6,069.44	0.00
290	44103103-CA-B00	TONER CARTRIDGE, CANON 324 II, for printer LBP6780x	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	13,399.36	0.00
Audio and Visual Equipment and Supplies																						
291	45121517-DO-C01	DOCUMENT CAMERA, 3.2M pixels	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	28,860.00	0.00
292	45111609-MM-P01	MULTIMEDIA PROJECTOR, 4000 min ANSI Lumens	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	18,616.00	0.00
Flag or Accessories																						
293	55121905-PH-F01	PHILIPPINE NATIONAL FLAG, 100% polyester	piece	1		1	319.28			0	0.00			0	0.00			0	0.00	1.00	319.28	319.28
Printed Publications																						
294	55101524-RA-H01	HANDBOOK (RA 9184), 7th Edition	book	3		3	138.84			0	0.00			0	0.00			0	0.00	3.00	46.28	138.84
Fire Fighting Equipment																						
295	46191601-FE-M01	FIRE EXTINGUISHER, DRY CHEMICAL, 4.5kgs	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,144.00	0.00
296	46191601-FE-H01	FIRE EXTINGUISHER, PURE HCFC 123, 4.5kgs	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	4,992.00	0.00
Consumer Electronics																						
297	52161535-DV-R01	DIGITAL VOICE RECORDER, memory: 4GB (expandable)	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	6,828.14	0.00
Furniture and Furnishings																						
298	56101504-CM-B01	CHAIR, monobloc, beige, with backrest, w/o armrest	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	262.60	0.00
299	56101504-CM-W01	CHAIR, monobloc, white, with backrest, w/o armrest	piece			0	0.00			0	0.00			0	0.00			0	0.00	0.00	262.60	0.00

300	56101519-TM-S01	TABLE, MONOBLOC, WHITE, 889 x 889mm (35" x 35")/min	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,326.00	0.00
301	56101519-TM-S02	TABLE, MONOBLOC, BEIGE, 889 x 889mm (35" x 35")/min	unit			0	0.00			0	0.00			0	0.00			0	0.00	0.00	1,326.00	0.00
Arts and Crafts Equipment and Accessories and Supplies																						
302	60121413-CB-P01	CLEARBOOK, 20 transparent pockets, for A4 size	piece	10		10	397.80	5		5	198.90	5		5	198.90	5		5	198.90	25.00	39.78	994.50
303	60121413-CB-P02	CLEARBOOK, 20 transparent pockets, for LEGAL size	piece	5		5	211.90	5		5	211.90	5		5	211.90			0	0.00	15.00	42.38	635.70
304	60121534-ER-P01	ERASER, PLASTIC/RUBBER, for pencil draft/writing	piece	5		5	22.10	5		5	22.10	5		5	22.10	5		5	22.10	20.00	4.42	88.40
305	60121524-SF-P01	SIGN PEN, BLACK, liquid/gel ink, 0.5mm needle tip	piece	24		24	830.67	24		24	830.67	24		24	830.67	24		24	830.67	96.00	34.61	3,322.68
306	60121524-SF-P02	SIGN PEN, BLUE, liquid/gel ink, 0.5mm needle tip	piece	12		12	415.33	12		12	415.33	12		12	415.33	12		12	415.33	48.00	34.61	1,661.34
307	60121524-SF-P03	SIGN PEN, RED, liquid/gel ink, 0.5mm needle tip	piece	12		12	415.33			0	0.00	12		12	415.33			0	0.00	24.00	34.61	830.67
308	60121124-WR-P01	WRAPPING PAPER, kraft, 65gsm (-5%)	pack	20		20	2,593.34	10		10	1,296.67	10		10	1,296.67	10		10	1,296.67	50.00	129.67	6,483.36
SOFTWARE																						
1	43230000-SFT-001	Business function specific software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
2	43230000-SFT-002	Finance accounting and enterprise resource planning ERP software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
3	43230000-SFT-003	Computer game or entertainment software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
4	43230000-SFT-004	Content authoring and editing software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
5	43230000-SFT-005	Content management software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
6	43230000-SFT-006	Data management and query software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
7	43230000-SFT-007	Development software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
8	43230000-SFT-008	Educational or reference software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
9	43230000-SFT-009	Industry specific software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
10	43230000-SFT-010	Network applications software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
11	43230000-SFT-011	Network management software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
12	43230000-SFT-012	Networking software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
13	43230000-SFT-013	Operating environment software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
14	43230000-SFT-014	Security and protection software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
15	43230000-SFT-015	Utility and device driver software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
16	43230000-SFT-016	Information exchange software	license			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
OTHER SOFTWARE																						
1						0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
2						0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
3						0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
PASSENGER AIR TRANSPORTATION																						
1	78111501-CFA-001	* Airline Ticket	ticket			0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

PART II. OTHER ITEMS NOT AVAILABLE AT PS BUT REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)

COMMON ELECTRICAL SUPPLIES

1				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
2				0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0.00		0.00
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00

COMMON OFFICE EQUIPMENT	
1	Computer monitor
2	Computer keyboard
3	Computer mouse
4	Computer printer
5	Computer scanner
6	Computer system unit
7	Computer software
8	Computer network
9	Computer peripheral
10	Computer accessory
11	Computer component
12	Computer hardware
13	Computer software
14	Computer network
15	Computer peripheral
16	Computer accessory
17	Computer component
18	Computer hardware
19	Computer software
20	Computer network
21	Computer peripheral
22	Computer accessory
23	Computer component
24	Computer hardware
25	Computer software
26	Computer network
27	Computer peripheral
28	Computer accessory
29	Computer component
30	Computer hardware
31	Computer software
32	Computer network
33	Computer peripheral
34	Computer accessory
35	Computer component
36	Computer hardware
37	Computer software
38	Computer network
39	Computer peripheral
40	Computer accessory
41	Computer component
42	Computer hardware
43	Computer software
44	Computer network
45	Computer peripheral
46	Computer accessory
47	Computer component
48	Computer hardware
49	Computer software
50	Computer network
51	Computer peripheral
52	Computer accessory
53	Computer component
54	Computer hardware
55	Computer software
56	Computer network
57	Computer peripheral
58	Computer accessory
59	Computer component
60	Computer hardware
61	Computer software
62	Computer network
63	Computer peripheral
64	Computer accessory
65	Computer component
66	Computer hardware
67	Computer software
68	Computer network
69	Computer peripheral
70	Computer accessory
71	Computer component
72	Computer hardware
73	Computer software
74	Computer network
75	Computer peripheral
76	Computer accessory
77	Computer component
78	Computer hardware
79	Computer software
80	Computer network
81	Computer peripheral
82	Computer accessory
83	Computer component
84	Computer hardware
85	Computer software
86	Computer network
87	Computer peripheral
88	Computer accessory
89	Computer component
90	Computer hardware
91	Computer software
92	Computer network
93	Computer peripheral
94	Computer accessory
95	Computer component
96	Computer hardware
97	Computer software
98	Computer network
99	Computer peripheral
100	Computer accessory

[illegible][illegible]

1	CARTOLINA,white,20 piece per pack	pack	15		15	858.00	15		15	858.00	15		15	858.00	15		15	858.00	60.00	57.20	3,432.00
2	CLIP, bulldog, 73mm (3")	piece	20	20	20	549.12	20	20	20	549.12	20	20	20	549.12	20	20	20	549.12	240.00	9.15	2,196.48
3	COLUMNAR PAD, 18 cols, 50 gsm min.	pad			0	0.00			0	0.00	10		10	720.72	10		10	720.72	20.00	72.07	1,441.44
4	ENVELOPE, PAY, 500 pieces per box	box	1		1	126.18			0	0.00			0	0.00			0	0.00	1.00	126.18	126.18

5	ILLUSTRATION BOARD, (30"x40")	piece	10		10	385.55			0	0.00			0	0.00			0	0.00	10.00	38.56	385.55
6	INDEX CARD BOX, 3"x 5"	piece	10		10	764.40	10		10	764.40	10		10	764.40			0	0.00	30.00	76.44	2,293.20
7	INDEX CARD BOX, 5"x 8"	piece	10		10	606.32	10		10	606.32	10		10	606.32			0	0.00	30.00	60.63	1,818.96
8	INDEX CARD, 3"x5", 500 pieces per pack	pack	10		10	1,076.67	10		10	1,076.67	10		10	1,076.67			0	0.00	30.00	107.67	3,230.01
9	INDEX CARD, 5"x8", 500 pieces per pack	pack	10		10	1,532.74	10		10	1,532.74	10		10	1,532.74			0	0.00	30.00	153.27	4,598.22
10	MANILA PAPER, 10sheets per pack	pack	10		10	286.00	10		10	286.00	10		10	286.00	10		10	286.00	40.00	28.60	1,144.00
11	MAP PIN, round head, 100 pieces per case	case	29		29	1,287.17			0	0.00			0	0.00			0	0.00	29.00	44.39	1,287.17
12	OIL, for general purpose lubricant, 120 MI	bottle	5		5	202.95			0	0.00			0	0.00			0	0.00	5.00	40.59	202.95
13	PAPER, Thermal, 210mm x 30m	roll	20		20	658.90	20		20	658.90	15		15	494.18	19		19	625.96	74.00	32.95	2,437.93
14	PUSH PIN, flat head type, assorted colors, 100 pcs. per case	case	14		14	384.38			0	0.00			0	0.00			0	0.00	14.00	27.46	384.38
15	REBINDER, for manual typewriter, in box, with each spool individually wrapped	spool	10		10	177.30			0	0.00			0	0.00			0	0.00	10.00	17.73	177.30
16	RING BINDER, Plastic 25mm, 10 pieces per bundle	bundle	10	1	11	1,824.68	10		10	1,658.80	10		10	1,658.80	4		4	663.52	35.00	165.88	5,805.80
17	RING BINDER, Plastic 50mm, 10 pieces per bundle	bundle	10	1	11	3,521.46	10		10	3,201.33	10		10	3,201.33	4		4	1,280.53	35.00	320.13	11,204.66
18	STAPLE WIRE ,HEAVY DUTY 23/17	box	19		19	866.93	20		20	912.56	20		20	912.56	20		20	912.56	79.00	45.63	3,604.61
19	TIME CARD, for Amano Bundy Clock,100 pieces bundle	bundle	1		1	76.42			0	0.00			0	0.00			0	0.00	1.00	76.42	76.42
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00

COMMON JANITORIAL SUPPLIES

1	FLOOR WAX, Liquid type, natural	Can			0	0.00			0	0.00			0	0.00			0	0.00	0.00	407.55	0.00
2	FLOOR WAX, Liquid type, natural	Can			0	0.00			0	0.00			0	0.00			0	0.00	0.00	245.96	0.00
3	soap, BATHROOM, 90 grams, 1 piece in individual box	Piece	5		5	122.98	5		5	122.98	5		5	122.98			0	0.00	15.00	24.60	368.94
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00

Office Equipment and Accessories

1	CASH BOX	Unit	1		1	1,100.00			0	0.00			0	0.00			0	0.00	1.00	1,100.00	1,100.00
2	CASH BOX, 3"mg, 6" type, 74, 64mm(2.5"), w/insert clear-view	Pair	10		10	1,226.39	10		10	1,226.39	10		10	1,226.39	6		6	735.83	36.00	122.64	4,415.00
3	CASH BOX, 3"mg, 6" type, 74, 64MM(2.5"), with insert clear-view	Pair	1		1	129.56	10		10	1,295.58	10		10	1,295.58	6		6	777.35	27.00	129.56	3,498.07
4	CASH BOX, 3"mg, 6" type, 74, 64MM(2.5"), with insert clear-view, presentation, green and red color, 100 pieces per bundle	Piece	2		2	1,210.09			0	0.00			0	0.00			0	0.00	2.00	605.04	1,210.09
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00
						0	0.00			0	0.00			0	0.00			0	0.00	0.00	0.00

							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00
Office Supplies																										
1		STAPLE WIRE#10	Box	20			20	407.00	20			20	407.00	20			20	407.00	20			20	407.00	80.00	20.35	1,628.00
2		BALLPEN-Black	Piece	30	30	30	90	931.50	30	30	30	90	931.50	30	30	30	90	931.50	30	30	30	90	931.50	360.00	10.35	3,726.00
3		BALLPEN-Blue	Piece	30	30	30	90	931.50	30	30	30	90	931.50	30	30	30	90	931.50	30	30	30	90	931.50	360.00	10.35	3,726.00
4		MONGOL PENCIL	Piece	20	20	20	60	330.00	20	20	20	60	330.00	20	20	20	60	330.00	20	20	20	60	330.00	240.00	5.50	1,320.00
5		USB EXTENSION CORD	Piece	4			4	308.00				0	0.00				0	0.00				0	0.00	4.00	77.00	308.00
6		REQUISITION AND ISSUE SLIP (RIS)	Pad	20			20	3,248.30	10			10	1,624.15	10			10	1,624.15	10			10	1,624.15	50.00	162.42	8,120.75
7		PURCHASE ORDER (PO)	Pad	20			20	2,816.00	10			10	1,408.00	10			10	1,408.00	10			10	1,408.00	50.00	140.80	7,040.00
8		REIMBURSEMENT RECEIPT (RER)	Pad	10			10	354.75	10			10	354.75	10			10	354.75	10			10	354.75	40.00	35.48	1,419.00
9		OFFICIAL RECEIPT (OR)	Pad	10			10	1,100.00				0	0.00	10			10	1,100.00				0	0.00	20.00	110.00	2,200.00
10		PAPER, LEGAL SIZE, ONION SKIN	Ream	1			1	124.30				0	0.00				0	0.00				0	0.00	1.00	124.30	124.30
11		STAPLE WIRE#10 LEG LENGTH 5mm, 100 staples per box	Box	28			28	924.00				0	0.00				0	0.00				0	0.00	28.00	33.00	924.00
12		BALLPEN-Green	Box	5			5	825.00				0	0.00				0	0.00				0	0.00	5.00	165.00	825.00
13		STAMP PAD INK-Red	Piece	10			10	660.00				0	0.00				0	0.00				0	0.00	10.00	66.00	660.00
14		STAMP PAD INK-Green	Piece	10			10	110.00				0	0.00				0	0.00				0	0.00	10.00	11.00	110.00
15		FOLDER,tagboard,standard size,(short) 100s/box	Box	20			20	11,000.00				0	0.00				0	0.00				0	0.00	20.00	550.00	11,000.00
16		GEL BALLPEN-Black	Piece	24			24	528.00				0	0.00				0	0.00				0	0.00	24.00	22.00	528.00
17		GEL BALLPEN-Blue	Piece	25			25	687.50				0	0.00				0	0.00				0	0.00	25.00	27.50	687.50
18		FAX MACHINE, Ribbon	Piece	7			7	308.00				0	0.00				0	0.00				0	0.00	7.00	44.00	308.00
19		STATIONARY, A4	Ream	32			32	4,224.00				0	0.00				0	0.00				0	0.00	32.00	132.00	4,224.00
20		STATIONARY, Legal	Ream	5			5	742.50				0	0.00				0	0.00				0	0.00	5.00	148.50	742.50
21		ENVELOPE, mailing, with letterhead, 500 per box	Box	20			20	3,300.00				0	0.00				0	0.00				0	0.00	20.00	165.00	3,300.00
22		FOLDER Organizer/Glorietta File Long	Piece	8			8	1,320.00				0	0.00				0	0.00				0	0.00	8.00	165.00	1,320.00
23		RECHARGEABLE BATTERY 9 Volts	Piece	30			30	3,960.00				0	0.00	30			30	3,960.00				0	0.00	60.00	132.00	7,920.00
24		RECHARGEABLE BATTERY, Charger	Piece	8			8	1,320.00				0	0.00	8			8	1,320.00				0	0.00	16.00	165.00	2,640.00
25		Audio Cassette tape, 90 min. recording time	Piece	38			38	956.38				0	0.00				0	0.00				0	0.00	38.00	25.17	956.38
26		EDP BINDER,TB,for 11"x 9-1/2" CCF	Piece	30			30	1,264.56				0	0.00	30			30	1,264.56				0	0.00	60.00	42.15	2,529.12
27		EDP BINDER,TB,for 11"x 9-1/2" CCF, Plastic,spring rod typesb assorted	Piece	40			40	1,830.40				0	0.00	30			30	1,372.80				0	0.00	70.00	45.76	3,203.20
28		LEAD, for mechanical pencil 5mm,12pcs/tube	Tube	40			40	863.28				0	0.00				0	0.00				0	0.00	40.00	21.58	863.28
29		RING BINDER, 8mm x 1.12mm x 1.12m, plastic, 10pcs/bundle	Bundle	34			34	1,360.99				0	0.00				0	0.00				0	0.00	34.00	40.03	1,360.99

30	RING BINDER, 12.7mm x 1.12m, (1/2" x 44") plastic	Bundle	35		35	2,042.04			0	0.00			0	0.00			0	0.00	35.00	58.34	2,042.04
31	RING BINDER, 16mm x 1.12m, x 1.12m, plastic, 10pcs/bundle	Bundle	35		35	3,503.50			0	0.00			0	0.00			0	0.00	35.00	100.10	3,503.50
32	PAPER, bond, Premium Grade	Ream	7		7	839.45	7		7	839.45	7		7	839.45	7		7	839.45	28.00	119.92	3,357.82
33	COMPACT DISK RECORDABLE, mini, 700MB, 1x - 52x minimum speed, 80	Piece			0	0.00			0	0.00	50		50	1,100.00			0	0.00	50.00	22.00	1,100.00
34	COMPACT DISK RECORDABLE CASE, 50 CDs capacity, min, made of durable	Piece			0	0.00			0	0.00	50		50	825.00			0	0.00	50.00	16.50	825.00
35	FLASH DRIVE, 8GB, USB 2.0, plug and play	Piece	15		15	8,250.00			0	0.00	15		15	8,250.00			0	0.00	30.00	550.00	16,500.00
					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

Audio and visual presentation and composing equipment

1					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
2					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
3					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

Photographic or filming or video equipment

1					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
2					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
3					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

Cleaning Equipment and Supplies

1	DETERGENT BAR, min 392 grams net mass, four (4) pcs per bar	Bar	10		10	190.52			0	0.00			0	0.00			0	0.00	10.00	19.05	190.52
2	MOP HANDLE, Screw Type, Wooden Handle	Piece	8		8	823.68			0	0.00			0	0.00			0	0.00	8.00	102.96	823.68
3	RAG, cotton (7") in diameter, assorted colors	Kilo	10		10	480.40			0	0.00			0	0.00			0	0.00	10.00	48.04	480.40
4	FOGEE DEODORIZANT CANDLE, deodorizer/moth proof 50gms, scented	Box	10		10	257.40			0	0.00			0	0.00			0	0.00	10.00	25.74	257.40
5	3M STANCE FLOOR FINISH	Gals.	12		12	19,800.00			0	0.00	12		12	19,800.00	12		12	19,800.00	36.00	1,650.00	59,400.00
6	3M POLISHING PAD WHITE 20" Diameter	Piece	10		10	8,197.50			0	0.00	10		10	8,197.50	10		10	8,197.50	30.00	819.75	24,592.50
7	3M Stripping Pad, Black 20" Diameter	Piece	10		10	6,270.00			0	0.00	10		10	6,270.00	10		10	6,270.00	30.00	627.00	18,810.00
8					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

Paper Materials and Products

1					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
2					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
3					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00
					0	0.00			0	0.00			0	0.00			0	0.00	0.00		0.00

Lighting and fixtures and accessories																											
1		BALLAST, 36WATTS	Piece	20	20	20	60	4,935.00	20	20	20	60	4,935.00	20	20	20	60.00	4,935.00	20	20	20	60	4,935.00	240.00	82.25	19,740.00	
2		FLOURESCENT LIGHTNING FIXTURE, 1 x 36W	Set	20	20	20	60	24,000.00	20	20	20	60	24,000.00	20	20	20	60.00	24,000.00	20	20	20	60	24,000.00	240.00	400.00	96,000.00	
3		FUSE,30 amperes	Piece	28			28	3,696.00				0	0.00	0			0.00	0.00				0	0.00	28.00	132.00	3,696.00	
4		FUSE, 60 amperes	Piece	38			38	10,450.00				0	0.00	0			0.00	0.00				0	0.00	38.00	275.00	10,450.00	
5		STARTER,4-40 watts	Piece	58			58	1,276.00				0	0.00	0			0.00	0.00				0	0.00	58.00	22.00	1,276.00	
6		Doble Flourescent Fixtures	Piece	14			14	30,800.00				0	0.00	0			0.00	0.00				0	0.00	14.00	2,200.00	30,800.00	
7		Electrical Wire No. 14	Meter				0	0.00				0	0.00	0			0.00	0.00				0	0.00	0.00	275.00	0.00	
8		Electrical Wire No. 12	Meter				0	0.00				0	0.00	0			0.00	0.00				0	0.00	0.00	220.00	0.00	
9		Electrical Pipe (metal)	Piece				0	0.00				0	0.00	0			0.00	0.00				0	0.00	0.00	132.00	0.00	
10		Flexible Metal Conduit	Piece				0	0.00				0	0.00	0			0.00	0.00				0	0.00	0.00	82.50	0.00	
11		LED Bulb, 650 lumens voltage, 7 watts, 220-240 volts (P200 per piece)	Piece	30			30	2,310.00				0	0.00	0			0.00	0.00				0	0.00	30.00	77.00	2,310.00	
				0			0	0.00				0	0.00	0			0.00	0.00				0	0.00	0.00		0.00	
				0			0	0.00				0	0.00	0			0.00	0.00				0	0.00	0.00		0.00	
Electrical equipment and components and supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
Computer Supplies																											
1							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
2							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
3							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
4							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
5							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
6							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
7							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
8							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
9							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
10							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
11							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
12							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	
13							0	0.00				0	0.00				0	0.00				0	0.00	0.00		0.00	

14						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
15						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00

Common ICT Equipment

						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00
						0	0.00				0	0.00				0	0.00			0	0.00	0.00		0.00

CONSUMABLES

1	Canon Ink 88	cart	8		8	12,320.00				0	0.00				0	0.00			0	0.00	8.00	1,540.00	12,320.00
2	Canon Ink 745	cart	0		0	0.00				0	0.00				0	0.00			0	0.00	0.00	1,320.00	0.00
3	Canon Ink 746	cart	0		0	0.00				0	0.00				0	0.00			0	0.00	0.00	1,320.00	0.00
4	CANON PIXMA P200 Toner Cartridge	cart	4		4	3,520.00				0	0.00				0	0.00			0	0.00	4.00	880.00	3,520.00
5	CL 57, Ink Cartridge	cart	12		12	15,840.00				0	0.00	12		12	15,840.00				0	0.00	24.00	1,320.00	31,680.00
6	CL PG 47, Ink Cartridge	cart	12		12	15,840.00				0	0.00	12		12	15,840.00				0	0.00	24.00	1,320.00	31,680.00
7	Epson L200, Black	cart	12		12	6,600.00				0	0.00				0	0.00			0	0.00	12.00	550.00	6,600.00
8	Epson L200, Cyan	cart	12		12	7,920.00				0	0.00				0	0.00			0	0.00	12.00	660.00	7,920.00
9	Epson L200, Magenta	cart	12		12	7,920.00				0	0.00				0	0.00			0	0.00	12.00	660.00	7,920.00
10	Epson L200, Yellow	cart	12		12	7,920.00				0	0.00				0	0.00			0	0.00	12.00	660.00	7,920.00
11	Epson L220 Ink, (Magenta 70 ml.)	cart	4		4	44,000.00				0	0.00				0	0.00			0	0.00	4.00	11,000.00	44,000.00
12	Epson L220 Ink, (Yellow 70 ml.)	cart	4		4	44,000.00				0	0.00				0	0.00			0	0.00	4.00	11,000.00	44,000.00
13	Epson L220 Ink, (Cyan 70 ml.)	cart	4		4	44,000.00				0	0.00				0	0.00			0	0.00	4.00	11,000.00	44,000.00
14	EPSON LX300 RIBBON CARTRIDGE, C13SO15568, Colored	cart	14		14	3,080.00					0.00					0.00			0	0.00	14.00	220.00	3,080.00
15	EPSON LX310, RIBBON CARTRIDGE, C13SO15632, black		30		30	6,600.00					0.00	30				0.00			0	0.00	30.00	220.00	6,600.00
16	Epson 73N Black	cart	12		12	4,620.00				0	0.00	14		14	5,390.00				0	0.00	26.00	385.00	10,010.00
17	Epson 73N Cyan	cart	12		12	4,620.00				0	0.00				0	0.00			0	0.00	12.00	385.00	4,620.00
18	Epson 73N Magenta	cart	12		12	4,620.00				0	0.00				0	0.00			0	0.00	12.00	385.00	4,620.00
19	Epson 73N Yellow	cart	12		12	4,620.00				0	0.00				0	0.00			0	0.00	12.00	385.00	4,620.00
20	EPSON C13SO15500(755) RIBBON CARTRIDGE, for printer LQ	cart	24		24	5,280.00				0	0.00				0	0.00			0	0.00	24.00	220.00	5,280.00

21	EPSON, INK CART C13T103190 (103), Black	cart	10		10	9,529.52	10		10	9,529.52	10		10	9,529.52	10		10	9,529.52	40.00	952.95	38,118.08
22	EPSON, INK CART C13T103290 (103), Cyan	cart	10		10	6,349.20	10		10	6,349.20	10		10	6,349.20	10		10	6,349.20	40.00	634.92	25,396.80
23	EPSON INK CART, C13T103390 (103), Magenta	cart	10		10	6,349.20	10		10	6,349.20	10		10	6,349.20	10		10	6,349.20	40.00	634.92	25,396.80
24	EPSON, INK CART, C13T103490 (103), Yellow	cart	10		10	6,349.20	10		10	6,349.20	10		10	6,349.20	10		10	6,349.20	40.00	634.92	25,396.80
25	INK CART, EPSON C13T143290 (143), Cyan	cart	12		12	6,150.12			0	0.00			0	0.00			0	0.00	12.00	512.51	6,150.12
26	EPSON, INK CART C13T143490 (143), Yellow	cart	12		12	6,150.14			0	0.00			0	0.00			0	0.00	12.00	512.51	6,150.14
27	EPSON, INK CART C13T166290 (166XL), Cyan	cart	4		4	1,464.32	4		4	1,464.32	4		4	1,464.32	4		4	1,464.32	16.00	366.08	5,857.28
28	EPSON, INK CART C13T166490 (166XL), Yellow	cart	3		3	1,098.24	3		3	1,098.24	3		3	1,098.24	3		3	1,098.24	12.00	366.08	4,392.96
29	Epson, INK CARTRIDGE C13T028091, black, for printer Stylus C60/CX3100	cart	29		29	37,024.42			0	0.00			0	0.00			0	0.00	29.00	1,276.70	37,024.42
30	Epson ME 320 Ink 141 Cyan	cart	12		12	7,920.00			0	0.00	12		12	7,920.00			0	0.00	24.00	660.00	15,840.00
31	Epson ME 320 Ink 141 Yellow	cart	12		12	7,920.00			0	0.00	12		12	7,920.00			0	0.00	24.00	660.00	15,840.00
32	Epson ME 320 Ink 141 Magenta	cart	12		12	7,920.00			0	0.00	12		12	7,920.00			0	0.00	24.00	660.00	15,840.00
33	Epson ME 320 Ink 141 Black	cart	24		24	15,840.00			0	0.00	24		24	15,840.00			0	0.00	48.00	660.00	31,680.00
34	EPSON Printer, Ink refill inkjet, black	cart	4		4	1,540.00			0	0.00			0	0.00			0	0.00	4.00	385.00	1,540.00
35	EPSON Printer, Ink refill inkjet, colored	cart	12		12	4,620.00			0	0.00			0	0.00			0	0.00	12.00	385.00	4,620.00
36	Epson RN, RIBBON, SO 15083/50 15086	cart	12		12	2,640.00			0	0.00	12		12	2,640.00			0	0.00	24.00	220.00	5,280.00
37	FUJI XEROX toner, BLACK	cart	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	8.00	17,589.00	140,712.00
38	FUJI XEROX toner, CYAN	cart	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	8.00	17,589.00	140,712.00
39	FUJI XEROX toner, MAGENTA	cart	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	8.00	17,589.00	140,712.00
40	FUJI XEROX toner, YELLOW	cart	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	2		2	35,178.00	8.00	17,589.00	140,712.00
41	HP 21	cart	18		18	13,860.00			0	0.00	18		18	13,860.00			0	0.00	36.00	770.00	27,720.00
42	HP 22	cart	18		18	13,860.00			0	0.00	18		18	13,860.00			0	0.00	36.00	770.00	27,720.00
43	HP 678, Ink Cartridge	cart	12		12	6,600.00			0	0.00	12		12	6,600.00			0	0.00	24.00	550.00	13,200.00
44	HP 3540 Black	cart	8		8	5,280.00			0	0.00	8		8	5,280.00			0	0.00	16.00	660.00	10,560.00
45	HP 3540 Cyan	cart	8		8	6,160.00			0	0.00	8		8	6,160.00			0	0.00	16.00	770.00	12,320.00
46	HP 3540 Magenta	cart	8		8	6,160.00			0	0.00	8		8	6,160.00			0	0.00	16.00	770.00	12,320.00
47	HP 3540 Yellow	cart	8		8	6,160.00			0	0.00	8		8	6,160.00			0	0.00	16.00	770.00	12,320.00
48	HP 5525 Ink 685 Black	cart	10		10	6,600.00			0	0.00	10		10	6,600.00			0	0.00	20.00	660.00	13,200.00
49	HP 5525 Ink 685 Cyan	cart	10		10	7,700.00			0	0.00	10		10	7,700.00			0	0.00	20.00	770.00	15,400.00
50	HP 5525 Ink 685 Magenta	cart	10		10	7,700.00			0	0.00	10		10	7,700.00			0	0.00	20.00	770.00	15,400.00
51	HP 5525 Ink 685 Yellow	cart	10		10	7,700.00			0	0.00	10		10	7,700.00			0	0.00	20.00	770.00	15,400.00
52	HP, INK CART C4837A, (HP11), Magenta	cart	10		10	16,885.44			0	0.00	10		10	16,885.44			0	0.00	20.00	1,688.54	33,770.88
53	HP Officejet PRO, Ink Cartridge 950XL (BLACK)	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,100.00	0.00
54	HP Officejet PRO, Ink Cartridge 950XL (COLORED)	cart			0	0.00			0	0.00			0	0.00			0	0.00	0.00	2,100.00	0.00

55	HP, INK CART, C4837A, (HP11), Magenta	cart	10			10	16,885.44				0	0.00	10			10	16,885.44			0	0.00	20.00	1,688.54	33,770.88	
56	HP, TONER CART CE250A, Black	cart	28			28	166,566.40				0	0.00				0	0.00			0	0.00	28.00	5,948.80	166,566.40	
57	HP, TONER CART CE252A, Yellow	cart	36			36	417,852.86				0	0.00				0	0.00			0	0.00	36.00	11,607.02	417,852.86	
58	HP, TONER CART Q1338A , Black	cart	12			12	81,338.40				0	0.00				0	0.00			0	0.00	12.00	6,778.20	81,338.40	
59	HP, TONER CART Q7551A , Black	cart	12			12	81,338.40				0	0.00				0	0.00			0	0.00	12.00	6,778.20	81,338.40	
	HP, Toner for HP LaserJet Pro M452NW	cart	2			2	16,634.00	2			2	16,634.00	2			2	16,634.00	2		2	16,634.00	8.00	8,317.00	66,536.00	
60	HP Laser Jet, Print Cartridge 26A	cart	1			1	6,600.00				0	0.00	1			1	6,600.00			0	0.00	2.00	6,600.00	13,200.00	
61	Konica Minolta Bizhub25 TNP25K	cart	12			12	76,718.40				0	0.00				0	0.00			0	0.00	12.00	6,393.20	76,718.40	
62	Konica Minolta Bizhub25 TNP25M	cart	8			8	49,297.60				0	0.00				0	0.00			0	0.00	8.00	6,162.20	49,297.60	
63	Konica Minolta Bizhub25 TNP25C	cart	8			8	49,297.60				0	0.00				0	0.00			0	0.00	8.00	6,162.20	49,297.60	
64	Konica Minolta Bizhub25 TNP25Y	cart	8			8	49,297.60				0	0.00				0	0.00			0	0.00	8.00	6,162.20	49,297.60	
65	Kyocera Ecosys for Printer FS-720, TONER CARTRIDGE	cart	8			8	66,000.00				0	0.00				0	0.00			0	0.00	8.00	8,250.00	66,000.00	
66	Kyocera FS1300D, Black	cart	6			6	39,600.00				0	0.00	6			6	39,600.00			0	0.00	12.00	6,600.00	79,200.00	
67	Kyocera FS, Toner Cartridge 1100 TK 144	cart	6			6	23,100.00				0	0.00	6			6	23,100.00			0	0.00	12.00	3,850.00	46,200.00	
68	Kyocera FS, Toner Cartridge 1120D TK 164	cart	6			6	23,100.00				0	0.00	6			6	23,100.00			0	0.00	12.00	3,850.00	46,200.00	
69	KYOCERA, Cartridge TK-110	cart	8			8	30,800.00				0	0.00				0	0.00			0	0.00	8.00	3,850.00	30,800.00	
70	Kyocera Mita, TONER CARTRIDGE, TK174	cart	12			12	46,200.00				0	0.00				0	0.00			0	0.00	12.00	3,850.00	46,200.00	
71	KYOCERA, Toner TK-134	cart	6	6	6	18	110,880.00	6	6	6	18	110,880.00	6	6	6	18	110,880.00	6	6	6	18	110,880.00	72.00	6,160.00	443,520.00
72	KYOCERA, Toner TK-344	cart	6	6	6	18	106,920.00	6	6	6	18	106,920.00	6	6	6	18	106,920.00	6	6	6	18	106,920.00	72.00	5,940.00	427,680.00
73	KYOCERA, Toner TK-11124	cart	8	8	8	24	142,560.00	8	8	8	24	142,560.00	8	8	8	24	142,560.00	8	8	16	95,040.00	88.00	5,940.00	522,720.00	
74	KYOCERA, Toner TK-594C	cart	5	5	5	15	129,360.00	5	5	5	15	129,360.00	5	5	5	15	129,360.00	5	5	5	15	129,360.00	60.00	8,624.00	517,440.00
75	KYOCERA, Toner TK-594K	cart	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	96.00	8,624.00	827,904.00
76	KYOCERA, Toner TK-594M	cart	5	5	5	15	129,360.00	5	5	5	15	129,360.00	5	5	5	15	129,360.00	5	5	5	15	129,360.00	60.00	8,624.00	517,440.00
77	KYOCERA, Toner TK-594Y	cart	5	5	5	15	129,360.00	5	5	5	15	129,360.00	5	5	5	15	129,360.00	5	5	5	15	129,360.00	60.00	8,624.00	517,440.00
78	KYOCERA, Toner TK-584C	cart	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	96.00	8,624.00	827,904.00
79	KYOCERA, Toner TK-584K	cart	10	10	10	30	258,720.00	10	10	10	30	258,720.00	10	10	10	30	258,720.00	10	10	10	30	258,720.00	120.00	8,624.00	1,034,880.00
80	KYOCERA, Toner TK-584M	cart	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	96.00	8,624.00	827,904.00
81	KYOCERA, Toner TK-584Y	cart	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	8	8	8	24	206,976.00	96.00	8,624.00	827,904.00
82	RIBBON CARTRIDGE, black for printer LQ2190	cart	4			4	36,520.00				0	0.00				0	0.00			0	0.00	4.00	9,130.00	36,520.00	
83	RIBBON ARTRIDGE, LEXMARK 3070169 (11A3550)	cart	20			20	17,160.00				0	0.00				0	0.00			0	0.00	20.00	858.00	17,160.00	
	Canon Ink PG 98	cart	8			8	12,320.00	8			8	12,320.00	8			8	12,320.00	8		8	12,320.00	32.00	1,540.00	49,280.00	
	cart	cart	36			36	189,446.40				0	0.00				0	0.00			0	0.00	36.00	5,262.40	189,446.40	
Other Categories																									
1	FORK AND SPOONS	Dozen	6			6	1,980.00				0	0.00				0	0.00			0	0.00	6.00	330.00	1,980.00	

2	PLATE	Piece	20	20	4,000.00	0	0.00	0	0.00	0	0.00	0	0.00	20.00	200.00	4,000.00
3	SAUCER	Piece	18	18	1,800.00	0	0.00	0	0.00	0	0.00	0	0.00	18.00	100.00	1,800.00
4	DRINKING GLASS	Piece	30	30	3,300.00	0	0.00	0	0.00	0	0.00	0	0.00	30.00	110.00	3,300.00
5	TOILET TISSUE, 12 rolls per pack	Pack	3	3	630.00	3	630.00	3	630.00	3	630.00	3	630.00	12.00	210.00	2,520.00
				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00		0.00
				0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0.00		0.00

A. TOTAL																	P	11,282,731.47
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																	P	1,128,273.15
C. GRAND TOTAL (A + B)																	P	12,411,004.61
D. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																	P	-
G. MONTHLY CASH REQUIREMENTS																	P	-
G.1 Available at Procurement Service Stores					183,946.94		115,754.28				136,379.64			104,693.56			P	540,774.42
G.2 Other Items not available at PS but regularly purchased from other sources					4,154,240.55		2,087,010.82				2,434,287.56			2,066,418.12			P	10,741,957.05
TOTAL MONTHLY CASH REQUIREMENTS					4,338,187.49		2,202,765.10				2,570,667.20			2,171,111.68			P	11,282,731.47

*Agency must put the monthly requirement for air tickets both local and international.

We hereby warrant that the total amount reflected in this Annual Supplies/ Equipment Procurement Plan to procure the listed common-use supplies, materials and equipment has been included in or is within our approved budget for the year.

Prepared by:

CILBERT D. JALBUENA
Property/Supplier Officer

Certified Funds Available / Certified Appropriate Funds Available:

NUMER D. V. RAY
Accountant / Local Budget Officer

Approved by:

ATTY. JOVY C. BERNABE
Head of Office/Agency

Date Prepared 14/08/2018

ANNUAL PROCUREMENT PLAN FOR 2019
For Non- Common Use Supplies and Equipment

PHILIPPINE CROP INSURANCE CORPORATION
HEAD OFFICE

PHILIPPINE CROP INSURANCE CORPORATION
Annual Procurement Plan for FY 2019 - Head Office

Code (PAP)	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	
A. Incentive/Allowance												
A.1	Rice Subsidy	PCIC - HO	Negotiated Procurement - SVP 53.9	1st week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	CBAB	312,000.00	312,000.00		Rice Allowance for 26-entitled employees- to be procured every other month with ABC of Php52,000.00.
A.2	Health Insurance (HMO)	PCIC - HO/RO	Public Bidding	1st week of April	1st week of May	2nd week of May	2nd week of May	CBAB	637,500.00	637,500.00		HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials												
B.1	Common Use Office Supplies	PCIC - HO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	506,504.75	506,504.75		Items to be procured on quarterly basis
B.2	Common Electric Supplies	PCIC - HO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	1,257.36	1,257.36		Items to be procured on quarterly basis
B.3	Common Use Office Devices	PCIC - HO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	17,698.72	17,698.72		Items to be procured on quarterly basis
B.4	Common Janitorial Supplies	PCIC - HO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	15,313.58	15,313.58		Items to be procured on quarterly basis
B.5	Common Electric Supplies	PCIC - HO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	164,272.00	164,272.00		Various electrical supplies not available at PS-DBM to be procured on a per request basis.
B.6	Common Office Supplies	PCIC - HO	Negotiated - SVP 53.9 /Direct Contracting.or Shopping	As needed	As needed	N/A	As needed	CBAB	10,456,852.00	10,456,852.00		Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment	PCIC - HO	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	15,910.00	15,910.00		Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies	PCIC - HO	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials	PCIC - HO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	100,000.00	100,000.00		Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis
B.10	Supply of Fuel Oil and Lubricants	PCIC - HO	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	1,500,000.00	1,500,000.00		Continuous contract with Fleet Card Provider

Code (PAP)	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	
C. Utilities													
C.1	Drinking Water Supply	PCIC - HO	Negotiated Procurement - Small Value	1st week of May	2nd week of May	3rd week of May	Last week of May	CBAB	50,000.00	50,000.00		Drinking water for PCIC HO Employees & Guests	
C.2	Water Supply	PCIC - HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	160,000.00	160,000.00		Water Supply Consumption of PCIC	
C.3	Electric/Power Supply	PCIC - HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	1,560,000.00	1,560,000.00		Power Supply Consumption of PCIC	
D. Communication													
D.1	Postage and Courier Services	PCIC-HO	Shopping	As needed	As needed	N/A	As needed	CBAB	500,000.00	500,000.00		Express courier service	
D.2	Telephone Lines	PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	1,000,000.00	1,000,000.00		PLDT	
D.3	Internet Lines - DSL	PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	600,000.00	600,000.00		PLDT	
D.4	Internet - Satellite	PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	200,000.00	200,000.00		NOW	
D.5	Mobile Phone Lines	PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	700,000.00	700,000.00		Text Blast - Smart	
E. Awards / Tokens													
E.1	Anniversary Souvenir	PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00			
E.2	Plaques for Service Awardees	PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00			
F. Advertising													
F.1	Publication/Posting of Notices to Newspaper	PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00			
F.2	Corporate Giveaways	PCIC-HO	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	CBAB	2,000,000.00	2,000,000.00		The Php1,500,000.00 budget is for various Corporate Giveaways which cannot be bought from only one supplier, hence, Negotiated Procurement	
F.3	PCIC Audio Visual Presentation	PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	300,000.00	300,000.00			

Code (PAP)	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	
G. Printing, Risograph and Binding												
G.1	Certificate of Insurance Cover, Corn	PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	1,250,000.00	1,250,000.00		
G.2	Certificate of Insurance Cover, Palay	PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	1,500,000.00	1,500,000.00		
G.3	PCiC Office Form - Letterhead	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	250,000.00	250,000.00		
G.4	Brochure - Hign Value Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.5	Brochure - Rice Crop Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.6	Brochure - Crop Insurance for Corn	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.7	Brochure - Loan Payment Protection Plan	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.8	Brochure - Agricultural Producers Protection Plan	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.9	Brochure - Livestock Insurance Program	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.10	Brochure - Accidental & Dismemberment	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.11	Brochure - General Information	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.12	Brochure - HVCC	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.13	Brochure - Non Crop Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.14	Brochure - APCP	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.15	Brochure - RSBSA	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.16	Brochure - Sikat Saka	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.17	Annual Report	PCIC-HO/RO	Negotiated Procurement - SVP	Within July	Within July	Within July	Within August	CBAB	500,000.00	500,000.00		
G.18	Corporate Calendar	PCIC-HO/RO	Negotiated Procurement - SVP	Within October	Within October	Within October	Within October	CBAB	1,000,000.00	1,000,000.00		
G.19	Stock Card	PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00		
G.20	Property Card	PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00		
G.21	Continuous Check	PCIC-HO/RO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	15,000,000.00	15,000,000.00		

Code (PAP)	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	
H. Rent												
H.1	Office Space	PCIC-HO	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	5,466,248.00	5,466,248.00		Office Space Rental at National Irrigation Administration
I. Subscription												
I.1	Newspaper	PCIC-HO	Negotiated Procurement - SVP					CBAB	66,000.00	66,000.00		Various newspaper
J. Representation												
J.1	Catering Services	PCIC-HO	Negotiated Procurement - SVP 53.9					CBAB	1,000,000.00	1,000,000.00		Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue												
K.1	Training / Workshop 1	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Development Program for PCIC Employees
K.2	Training / Workshop 2	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Development Program for PCIC Employees
K.3	Training / Workshop 3	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Development Program for PCIC Employees
K.4	Training / Workshop 4	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Development Program for PCIC Employees
K.5	Training / Workshop 5	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Development Program for PCIC Employees
K.6	Training / Workshop 6	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Development Program for PCIC Employees
K.7	Training / Workshop 7	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	700,000.00	700,000.00		Development Program for PCIC Employees
K.8	Training / Workshop 8	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	2,000,000.00	2,000,000.00		Development Program for PCIC Employees
K.9	Training / Workshop 9	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Cultural and Athletic
L. Professional Services												
L.1	Janitorial Services	PCIC-HO	Public Bidding	Within March	Within April	Within May	Within June	CBAB	1,250,000.00	1,250,000.00		
L.2	Security Services	PCIC-HO	Public Bidding	Within March	Within April	Within May	Within May	CBAB	1,250,000.00	1,250,000.00		
L.3	Manpower Services	PCIC-HO	Public Bidding	Within Sept.	Within October	Within October	November	CBAB	10,000,000.00	10,000,000.00		
L.4	Consultancy Services	PCIC-HO	Negotiated Procurement - SVP 53.9	As Needed	As Needed	As Needed	As Needed	CBAB	3,000,000.00	3,000,000.00		

Code (PAP)	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	
M. Repair and Maintenance													
M.1	Aircon Maintenance	PCIC-HO	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	200,000.00	200,000.00		Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement	
M.2	Pest Control Preventive Maintenance	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00		Eradication of crawling and flying insects;	
M.3	Repair & Maintenance of Office Equipment	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Preventive Maintenance of various office equipment	
M.4	Repair and Maintenance of Motor Vehicle (As Needed)	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	1,000,000.00	1,000,000.00		Preventive Maintenance of 10-Motor Vehicle	
M.5	Motor Vehicle Tires	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	224,000.00	224,000.00		Various sizes for 10-Motor Vehicles	
M.6	Repair and Maintenance of IT Equipment and Peripherals	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	500,000.00	500,000.00		Maintenance & Repair of various IT Equipment	
N. Furniture, Fixtures & Equipment													
Office Equipment & Accessories													
N.1													
N.1.1	Aircon, Floor Mounted, 3TR	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	600,000.00		600,000.00	4 units @P150,000.00 w/ Installation	
N.1.2	Biometric Machine / Bundy Clock	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00		50,000.00	Finger Scanner	
N.1.3	Electric Fan - Industrial or Stand	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	12,000.00		12,000.00	5 units @P2,400.00 each which shall be purchase on a per request basis	
N.1.4	Facsimile Machine	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	15,000.00		15,000.00	2 units @P7,500.00 each which shall be purchase on a per request basis	
N.1.6	Fire Extinguisher - Refilling	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00			
N.2	IT Equipment							CBAB	-				
N.2.1	Desktop Computer	PCIC-HO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	2,050,000.00		2,050,000.00	31 units @P66,000.00 each which shall be purchase on a per request basis	
N.2.2	Laptop	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	385,000.00		385,000.00	5 units @P77,000.00 each which shall be purchase on a per request basis	
N.2.3	Notebook	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	137,500.00		137,500.00	5 units @P27,500.00 each which shall be purchase on a per request basis	

Code (PAP)	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	
N.2.4	Server		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	222,000.00		222,000.00	1 unit - Mid Range Server
N.2.5	Printer, Dot Matrix		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00		30,000.00	1 unit - Wide Dot Matrix Printer
N.2.6	Printer, Laserjet, Mono		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	2 units @P30,000.00 each which shall be purchase on a per request basis
N.2.7	Printer, Laserjet, Colored		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	180,000.00		180,000.00	3 units @P60,000.00 each which shall be purchase on a per request basis
N.2.8	Photocopying Machines for		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	360,000.00		360,000.00	Photocopier with Network Printing Capability and Scanning Function
N.2.9	External Hard Drive, 1TB		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	66,000.00	66,000.00		11 units @P6000.00 each
N.2.10	External Hard Drive, 2TB		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	187,000.00	187,000.00		17 units @P11000.00 each
N.2.11	UPS (Auto Shutdown)		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	105,000.00		105,000.00	1 unit
N.2.12	UPS (Single User)		PCIC-HO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	1,023,000.00		1,023,000.00	31 units @P33,000.00 each which shall be purchase on a per request basis
N.2.13	Wireless N Gigabit Router		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00		40,000.00	2 units @P20,000.00 each which shall be purchase on a per request basis
N.2.14	Switch Hubs		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00		40,000.00	2 units @P20,000.00 each which shall be purchase on a per request basis
N.3	Furniture & Fixtures								CBAB	-			
N.3.1	Lateral Filing Cabinet, 3- drawers		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15,000.00 each which shall be purchase on a per request basis
N.3.2	Lateral Filing Cabinet, 4- drawers		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15,000.00 each which shall be purchase on a per request basis
N.3.3	Open Shelves, 5 layer		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	5 units @P15,000.00 each which shall be purchase on a per request basis
N.3.4	Server Rack/Data Cabinet		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	25,000.00		25,000.00	1 unit to be purchase on request

Code (PAP)	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	
N.3.5	Chair - Clerical	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	25 units @P6,000.00 each which shall be purchase on a per request basis
N.3.6	Chair - Executive	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	170,000.00		170,000.00	10 units @P17,000.00 each which shall be purchase on a per request basis
N.3.7	Chair - Conference	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15000.00 each which shall be purchase on a per request basis
N.3.8	Chair - Visitors	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	80,000.00		80,000.00	20 units @P4000.00 each which shall be purchase on a per request basis
N.4 Motor Vehicles												
N.4.1	Motor Vehicles, 4-Wheeled Vehicle	PCIC-HO/RO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	14,850,000.00		14,850,000.00	9 units
N.4.2	Motor Vehicles, Motorcycle	PCIC-HO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	5,720,000.00		5,720,000.00	51 units
O. IT Software and Licenses												
O.1	Windows OS - Work Station	PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		200,000.00	200,000.00		182 Licenses
O.2	Windows OS - Server	PCIC-HO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		50,000.00	50,000.00		1 License
O.3	Microsoft Office Licenses	PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		4,400,000.00	4,400,000.00		182 Licenses
O.4	Anti Virus	PCIC-HO/RO	Negotiated Procurement - SVP 53.9	Within February	Within February	Within February	March		650,000.00	650,000.00		1 lot for installation at HO and Regional Offices
O.5	System Development Software	PCIC-HO/RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		1,320,000.00	1,320,000.00		
P. Land and Land Improvement												
P.1	Land and Building Acquisition	PCIC-HO							300,000,000.00		300,000,000.00	Head Office Building
Q. Leasehold and Leasehold Improvement												
Q.1	Renovation of Additional Office Space	PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		4,000,000.00	4,000,000.00		Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines
Q.2	Electrical Wirings and Works for Additional Office Space	PCIC-HO/RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		100,000.00	100,000.00		
Q.5	Modular Partition & Tables - Additional Office space	PCIC-HO/RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		300,000.00	300,000.00		


Code (PAP)	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	
R. Others													
R.1	Auditing Services - COA			Agency to Agency	N/A	N/A	N/A	N/A		22,800,000.00	22,800,000.00		
R.2	Auditing Services - TUV			Agency to Agency	N/A	N/A	N/A	N/A		150,000.00	150,000.00		
R.3	Auditing Services - DAP			Agency to Agency	N/A	N/A	N/A	N/A		1,200,000.00	1,200,000.00		
R.2	Fidelity Bond Premium			Agency to Agency	N/A	N/A	N/A	N/A		100,000.00	100,000.00		
R.3	Insurance of FFE's			Agency to Agency	N/A	N/A	N/A	N/A		2,000,000.00	2,000,000.00		
R.4	Plane Tickets			Agency to Agency	N/A	N/A	N/A	N/A		1,000,000.00	1,000,000.00		
R.5	Coaster / Bus Rental			Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		200,000.00	200,000.00		
GRAND TOTAL										436,671,056.41	109,766,556.41	326,904,500.00	

Prepared by:

Certified Funds Available/
Certified Appropriate Funds by:

Reviewed by:

Approved by:


GILBERT D. JALBUENA
OIC, PMGSD


NOMER D. VIRAY
DEPT. MANAGER - FINANCE


SEGUNDO H. GUERRERO JR.
VICE PRESIDENT - SSG


ATTY. JOVY C. BERNABE
PRESIDENT

ANNUAL PROCUREMENT PLAN FOR 2019
For Non-Common Use Supplies and Equipment

PHILIPPINE CROP INSURANCE CORPORATION

10/10/18
M. C. C. C.

PHILIPPINE CROP INSURANCE CORPORATION
Annual Procurement Plan for FY 2019 - Head Office

Code (PAP)	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)
A. Incentive/Allowance												
A.1	Rice Subsidy	PCIC - HO	Negotiated Procurement - SVP 53.9		1st week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	CBAB	312,000.00	312,000.00	Rice Allowance for 26-entitled employees- to be procured every other month with ABC of Php52,000.00.
A.2	Health Insurance (HMO)	PCIC - HO/RO	Public Bidding		1st week of April	1st week of May	2nd week of May	2nd week of May	CBAB	637,500.00	637,500.00	HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials												
B.1	Common Use Office Supplies	PCIC - HO	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	506,504.75	506,504.75	Items to be procured on quarterly basis
B.2	Common Electric Supplies	PCIC - HO	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	1,257.36	1,257.36	Items to be procured on quarterly basis
B.3	Common Use Office Devices	PCIC - HO	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	17,698.72	17,698.72	Items to be procured on quarterly basis
B.4	Common Janitorial Supplies	PCIC - HO	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	15,313.58	15,313.58	Items to be procured on quarterly basis
B.5	Common Electric Supplies	PCIC - HO	Negotiated Procurement - SVP 53.9		As needed	As needed	N/A	As needed	CBAB	164,272.00	164,272.00	Various electrical supplies not available at PS-DBM to be procured on a per request basis.
B.6	Common Office Supplies	PCIC - HO	Negotiated - SVP 53.9 /Direct Contracting or Shopping		As needed	As needed	N/A	As needed	CBAB	10,456,852.00	10,456,852.00	Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment	PCIC - HO	Negotiated Procurement - SVP / Shopping		As needed	As needed	N/A	As needed	CBAB	15,910.00	15,910.00	Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies	PCIC - HO	Negotiated Procurement or Shopping		As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00	Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials	PCIC - HO	Negotiated Procurement - SVP 53.9		As needed	As needed	N/A	As needed	CBAB	100,000.00	100,000.00	Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis
B.10	Supply of Fuel Oil and Lubricants	PCIC - HO	Negotiated Procurement - SVP 53.9		N/A	N/A	N/A	N/A	CBAB	3,840,000.00	3,840,000.00	Continuous contract with Fleet Card Provider

Code (PAP)	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)
C. Utilities													
C.1	Drinking Water Supply		PCIC - HO	Negotiated Procurement - Small Value	1st week of May	2nd week of May	3rd week of May	Last week of May	CBAB	50,000.00	50,000.00		Drinking water for PCIC HO Employees & Guests
C.2	Water Supply		PCIC - HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	160,000.00	160,000.00		Water Supply Consumption of PCIC
C.3	Electric/Power Supply		PCIC - HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	1,560,000.00	1,560,000.00		Power Supply Consumption of PCIC
D. Communication													
D.1	Postage and Courier Services		PCIC-HO	Shopping	As needed	As needed	N/A	As needed	CBAB	500,000.00	500,000.00		Express courier service
D.2	Telephone Lines		PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	1,000,000.00	1,000,000.00		PLDT
D.3	Internet Lines - DSL		PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	600,000.00	600,000.00		PLDT
D.4	Internet - Satellite		PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	200,000.00	200,000.00		NOW
D.5	Mobile Phone Lines		PCIC-HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	1,024,000.00	1,024,000.00		Text Blast - Smart
E. Awards / Tokens													
E.1	Anniversary Souvenir		PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00		
E.2	Plaques for Service Awardees		PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00		
F. Advertising													
F.1	Publication/Posting of Notices to Newspaper		PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		
F.2	Corporate Giveaways		PCIC-HO	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	CBAB	2,000,000.00	2,000,000.00		The Php1,500,000.00 budget is for various Corporate Giveaways which cannot be bought from only one supplier, hence, Negotiated Procurement
F.3	PCIC Audio Visual Presentation		PCIC-HO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	300,000.00	300,000.00		

Code (PAP)	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)
G. Printing, Risograph and Binding												
G.1	Certificate of Insurance Cover, Corn	PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	1,250,000.00	1,250,000.00		
G.2	Certificate of Insurance Cover, Palay	PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	1,500,000.00	1,500,000.00		
G.3	PCIC Office Form - Letterhead	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	250,000.00	250,000.00		
G.4	Brochure - High Value Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.5	Brochure - Rice Crop Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.6	Brochure - Crop Insurance for Corn	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.7	Brochure - Loan Payment Protection Plan	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.8	Brochure - Agricultural Producers Protection Plan	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.9	Brochure - Livestock Insurance Program	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.10	Brochure - Accidental & Dismemberment	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.11	Brochure - General Information	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.12	Brochure - HVCC	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.13	Brochure - Non Crop Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.14	Brochure - APCP	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.15	Brochure - RSBSA	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.16	Brochure - Sikat Saka	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		
G.17	Annual Report	PCIC-HO/RO	Negotiated Procurement - SVP	Within July	Within July	Within July	Within August	CBAB	500,000.00	500,000.00		
G.18	Corporate Calendar	PCIC-HO/RO	Negotiated Procurement - SVP	Within October	Within October	Within October	Within October	CBAB	1,000,000.00	1,000,000.00		
G.19	Stock Card	PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00		
G.20	Property Card	PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00		
G.21	Continuous Check	PCIC-HO/RO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	15,000,000.00	15,000,000.00		

Code (PAP)	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)
G.22	Test Materials		PCIC-HO/RO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00	
H. Rent												
H.1	Office Space		PCIC-HO	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	5,466,248.00	5,466,248.00	Office Space Rental at National Irrigation Administration
I. Subscription												
I.1	Newspaper		PCIC-HO	Negotiated Procurement - SVP					CBAB	70,000.00	70,000.00	Various newspaper
J. Representation												
J.1	Catering Services		PCIC-HO	Negotiated Procurement - SVP 53.9					CBAB	1,000,000.00	1,000,000.00	Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue												
K.1	Training / Workshop 1		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00	Development Program for PCIC Employees
K.2	Training / Workshop 2		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00	Development Program for PCIC Employees
K.3	Training / Workshop 3		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00	Development Program for PCIC Employees
K.4	Training / Workshop 4		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00	Development Program for PCIC Employees
K.5	Training / Workshop 5		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00	Development Program for PCIC Employees
K.6	Training / Workshop 6		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00	Development Program for PCIC Employees
K.7	Training / Workshop 7		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	700,000.00	700,000.00	Development Program for PCIC Employees
K.8	Training / Workshop 8		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	2,000,000.00	2,000,000.00	Development Program for PCIC Employees
K.9	Training / Workshop 9		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00	Cultural and Athletic
L. Professional Services												
L.1	Janitorial Services		PCIC-HO	Public Bidding	Within March	Within April	Within May	Within June	CBAB	1,250,000.00	1,250,000.00	
L.2	Security Services		PCIC-HO	Public Bidding	Within March	Within April	Within May	Within May	CBAB	1,250,000.00	1,250,000.00	
L.3	Consultancy Services		PCIC-HO	Negotiated Procurement - SVP 53.9	As Needed	As Needed	As Needed	As Needed	CBAB	3,000,000.00	3,000,000.00	
M. Repair and Maintenance												

Code (PAP)	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)
M.1	Aircon Maintenance	PCIC-HO	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	200,000.00	200,000.00	Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
M.2	Pest Control Preventive Maintenance	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00	Eradication of crawling and flying insects;
M.3	Repair & Maintenance of Office Equipment	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00	Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle (As Needed)	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	1,000,000.00	1,000,000.00	Preventive Maintenance of 10-Motor Vehicle
M.5	Motor Vehicle Tires	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	224,000.00	224,000.00	Various sizes for 10-Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	500,000.00	500,000.00	Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment											
Office Equipment & Accessories											
N.1											
N.1.1	Aircon, Floor Mounted, 3TR	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	600,000.00	600,000.00	4 units @P150,000.00 w/ Installation
N.1.2	Biometric Machine / Bundy Clock	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00	Finger Scanner
N.1.3	Electric Fan - Industrial or Stand	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	12,000.00	12,000.00	5 units @P2,400.00 each which shall be purchase on a per request basis
N.1.4	Facsimile Machine	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	15,000.00	15,000.00	2 units @P7,500.00 each which shall be purchase on a per request basis
N.1.6	Fire Extinguisher - Refilling	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	35,000.00	35,000.00	
N.2 IT Equipment											
								CBAB			
N.2.1	Desktop Computer	PCIC-HO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	2,046,000.00	2,046,000.00	31 units @P66,000.00 each which shall be purchase on a per request basis
N.2.2	Laptop	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	385,000.00	385,000.00	5 units @P77,000.00 each which shall be purchase on a per request basis
N.2.3	Notebook	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	137,500.00	137,500.00	5 units @P27,500.00 each which shall be purchase on a per request basis
N.2.4	Server	PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	222,000.00	222,000.00	1 unit - Mid Range Server

Code (PAP)	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)
N.2.5	Printer, Dot Matrix		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	35,000.00		35,000.00	1 unit - Wide Dot Matrix Printer
N.2.6	Printer, Laserjet, Mono		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	2 units @P30,000.00 each which shall be purchase on a per request basis
N.2.7	Printer, Laserjet, Colored		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	180,000.00		180,000.00	3 units @P60,000.00 each which shall be purchase on a per request basis
N.2.8	Photocopying Machines for		PCIC-HO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	360,000.00		360,000.00	Photocopier with Network Printing Capability and Scanning Function
N.2.9	External Hard Drive, 1TB		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	66,000.00	66,000.00		11 units @P6000.00 each
N.2.10	External Hard Drive, 2TB		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	187,000.00	187,000.00		17 units @P11000.00 each
N.2.11	UPS (Auto Shutdown)		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	105,000.00		105,000.00	1 unit
N.2.12	UPS (Single User)		PCIC-HO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	1,023,000.00		1,023,000.00	31 units @P33,000.00 each which shall be purchase on a per request basis
N.2.13	Wireless N Gigabit Router		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00		40,000.00	2 units @P20,000.00 each which shall be purchase on a per request basis
N.2.14	Switch Hubs		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00		40,000.00	2 units @P20,000.00 each which shall be purchase on a per request basis
N.3 Furniture & Fixtures													
N.3.1	Lateral Filing Cabinet, 3-drawers		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15,000.00 each which shall be purchase on a per request basis
N.3.2	Lateral Filing Cabinet, 4-drawers		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15,000.00 each which shall be purchase on a per request basis
N.3.3	Open Shelves, 5 layer		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15,000.00 each which shall be purchase on a per request basis
N.3.4	Server Rack/Data Cabinet		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	25,000.00		25,000.00	1 unit to be purchase on request
N.3.5	Chair - Clerical		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	25 units @P6,000.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N.3.6	Chair - Executive		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	170,000.00		170,000.00	10 units @P17,000.00 each which shall be purchase on a per request basis
N.3.7	Chair - Conference		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15000.00 each which shall be purchase on a per request basis
N.3.8	Chair - Visitors		PCIC-HO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	80,000.00		80,000.00	20 units @P4000.00 each which shall be purchase on a per request basis
N.4 Motor Vehicles													
N.4.1	Motor Vehicles, 4-Wheeled Vehicle		PCIC-HO/RO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	26,400,000.00		26,400,000.00	16 units
N.4.2	Motor Vehicles, Motorcycle		PCIC-HO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	5,763,000.00		5,763,000.00	51 units
O. IT Software and Licenses													
O.1	Windows OS - Work Station		PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		364,000.00	364,000.00		182 Licenses
O.2	Windows OS - Server		PCIC-HO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		50,000.00	50,000.00		1 License
O.3	Microsoft Office Licenses		PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		4,550,000.00	4,550,000.00		182 Licenses
O.4	Anti Virus		PCIC-HO/RO	Negotiated Procurement - SVP 53.9	Within February	Within February	Within February	March		650,000.00	650,000.00		1 lot for installation at HO and Regional Offices
O.5	System Development Software		PCIC-HO/RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		1,320,000.00	1,320,000.00		
P. Land and Land Improvement													
P.1	Land and Building Acquisition		PCIC-HO							300,000,000.00		300,000,000.00	Head Office Building
Q. Leasehold and Leasehold Improvement													
Q.1	Renovation of Additional Office Space		PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		4,000,000.00		4,000,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines
Q.2	Electrical Wirings and Works for Additional Office Space		PCIC-HO/RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		100,000.00	100,000.00		
Q.5	Modular Partition & Tables - Additional Office space		PCIC-HO/RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		400,000.00		400,000.00	
R. Others													
R.1	Auditing Services - COA			Agency to Agency	N/A	N/A	N/A	N/A		22,800,000.00	22,800,000.00		

Code (PAP)	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)
R.2	Auditing Services - TUV			Agency to Agency	N/A	N/A	N/A	N/A		150,000.00	150,000.00		
R.3	Auditing Services - DAP			Agency to Agency	N/A	N/A	N/A	N/A		1,200,000.00	1,200,000.00		
R.2	Fidelity Bond Premium			Agency to Agency	N/A	N/A	N/A	N/A		100,000.00	100,000.00		
R.3	Insurance of FFE's			Agency to Agency	N/A	N/A	N/A	N/A		2,000,000.00	2,000,000.00		
R.4	Plane Tickets			Agency to Agency	N/A	N/A	N/A	N/A		1,000,000.00	1,000,000.00		
R.5	Coaster / Bus Rental			Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		400,000.00	400,000.00		
TOTAL										441,662,056.41	98,763,556.41	342,898,500.00	

Annual Procurement Plan for FY 2019 - Regional Office No. 1

Code (PAP)	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		
A. Incentive/Allowance														
A.1	Rice Subsidy		PCIC - RO I	Negotiated Procurement - SVP 53.9	1st week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	CBAB		30,000.00	30,000.00		Rice Allowance for 1-entitled employee- to be procured every other month
B. Supplies and Materials														
B.1	Common Use Office Supplies		PCIC - RO I	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB		1,750,000.00	1,750,000.00		Items to be procured on quarterly basis
B.2	Common Electric Supplies		PCIC - RO I	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB		5,000.00	5,000.00		Items to be procured on quarterly basis
B.3	Common Use Office Devices		PCIC - RO I	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB		2,650,000.00	2,650,000.00		Items to be procured on quarterly basis
B.4	Common Janitorial Supplies		PCIC - RO I	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB		50,000.00	50,000.00		Items to be procured on quarterly basis
B.5	Common Electric Supplies		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB		10,000.00	10,000.00		Various electrical supplies not available at PS-DBM to be procured on a per request basis.

Code (PAP)	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)
B.6	Common Office Supplies		PCIC - RO I	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	542,155.00	542,155.00		Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment		PCIC - RO I	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	173,030.00	173,030.00		Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies		PCIC - RO I	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis
B.10	Supply of Fuel Oil and Lubricants		PCIC - RO I	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	500,000.00	500,000.00		Continuous contract with Fleet Card Provider
C. Utilities													
C.1	Drinking Water Supply		PCIC - RO I	Negotiated Procurement - Small Value	1st week of January	N/A	3rd week of January	Last week of January	CBAB	100,000.00	100,000.00		Provision for the procurement of purified drinking water for PCIC RO1 Employees, Guests & Clients
C.2	Water Supply		PCIC - RO I	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	10,000.00	10,000.00		Water Supply Consumption of PCIC
C.3	Electric/Power Supply		PCIC - RO I	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	1,000,000.00	1,000,000.00		Power Supply Consumption of PCIC
D. Communication													
D.1	Postage and Courier Services		PCIC - RO I	Shopping	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00		Express courier service
D.2	Telephone Lines		PCIC - RO I	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	110,000.00	110,000.00		PLDT
D.3	Internet Subscription		PCIC - RO I	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	600,000.00	600,000.00		PLDT & Smart
D.4	Mobile Phone Lines		PCIC - RO I	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	50,000.00	50,000.00		Smart & Globe
E. Awards / Tokens													

Code (PAP)	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)
E.1	Anniversary Souvenir		PCIC - RO I	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	70,000.00	70,000.00	
F. Advertising												
F.1	Corporate Giveaways		PCIC - RO I	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	500,000.00	500,000.00	T-Shirts & Long Sleeves to be given to Famers, Fisherfolks & Solicitors
G. Printing, Risograph and Binding												
G.1	Certificate of Cover, ADSS		PCIC - RO I	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00	
G.2	Certificate of Cover, AP3		PCIC - RO I	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00	
G.3	Certificate of Cover, LRP2		PCIC - RO I	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	
G.4	Claim for Indemnity Form		PCIC - RO I	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	180,000.00	180,000.00	
G.5	Claims & Adjustment Verification Report Form		PCIC - RO I	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	150,000.00	150,000.00	
H. Rent												
H.1	Office Space		PCIC - RO I	Agency-to-Agency	To renew the services of existing service provider				CBAB	1,680,000.00	1,680,000.00	Office Space Rental at a Privately-Owned Property
I. Subscription												
I.1	Newspaper		PCIC - RO I	Negotiated Procurement - SVP	November 2017	N/A	January 2018	January 2018	CBAB	20,000.00	20,000.00	Provision for the subscription of newspaper
J. Representation												
J.1	Catering Services		PCIC - RO I	Negotiated Procurement - SVP	As Needed	As Needed	As Needed	As Needed	CBAB	500,000.00	500,000.00	Catering services for various events - Information Caravans
K. Lease of Venue												
K.1	Training / Workshop 1		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	350,000.00	350,000.00	Development Program for PCIC Employees
K.2	Training / Workshop 2		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	30,000.00	30,000.00	Development Program for PCIC Employees
K.3	Training / Workshop 3		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	80,000.00	80,000.00	Development Program for PCIC Employees
K.4	Training / Workshop 4		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	20,000.00	20,000.00	Development Program for PCIC Employees
K.5	Training / Workshop 5		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	50,000.00	50,000.00	Development Program for PCIC Employees

Code (PAP)	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)
K.6	Training / Workshop 6		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	500,000.00	500,000.00	Orientation on PCIC Programs for Farmers, Fisherfolk & other Stakeholders
K.7	Training / Workshop 7		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	100,000.00	100,000.00	Orientation on PCIC Programs for Farmers, Fisherfolk & other Stakeholders
K.8	Training / Workshop 8		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	70,000.00	70,000.00	Orientation on PCIC Programs for Farmers, Fisherfolk & other Stakeholders
K.9	Training / Workshop 9		PCIC - RO I	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	150,000.00	150,000.00	Cultural and Athletic
L. Professional Services												
L.1	Janitorial Services		PCIC - RO I	Public Bidding	Within March	Within April	Within May	Within June	CBAB	250,000.00	250,000.00	Provision for janitorial services for PCIC RO I
L.2	Security Services		PCIC - RO I	Public Bidding	Within March	Within April	Within May	Within June	CBAB	600,000.00	600,000.00	Provision for security services for PCIC RO I
M. Repair and Maintenance												
M.1	Aircon Maintenance		PCIC - RO I	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	100,000.00	100,000.00	Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
M.2	Pest Control Preventive Maintenance		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00	Eradication of crawling and flying insects
M.3	Repair & Maintenance of Office Equipment		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00	Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	280,000.00	280,000.00	Preventive Maintenance of 11-Motor Vehicle
M.5	Motor Vehicle Tires		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	144,000.00	144,000.00	Various sizes for 11-Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00	Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment Office Equipment & Accessories												
N.1.1	Aircon, Split type, 2.5 hp		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	195,000.00	195,000.00	3 units which shall be purchase on a per request basis
N.1.2	Aircon, Window type, 2.5 hp		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	65,000.00	65,000.00	1 units which shall be purchase on a per request basis
N.1.3	Aircon, Floor type, 2.5 hp		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	140,000.00	140,000.00	2 units which shall be purchase on a per request basis

Code (PAP)	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)
N.1.4	Biometric Machine / Bundy Clock	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	34,000.00	34,000.00		4 units which shall be purchase on a per request basis
N.1.5	Money Bill Counter	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	5,060.00	5,060.00		2 unit which shall be purchase on a per request basis
N.1.6	Cash Box	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00		5 units which shall be purchase on a per request basis
N.1.7	Coffee Maker	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	3,400.00	3,400.00		1 unit which shall be purchase on a per request basis
N.1.8	Refrigerator	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	54,000.00		54,000.00	3 units which shall be purchase on a per request basis
N.1.9	Television	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	72,000.00		72,000.00	3 units which shall be purchase on a per request basis
N.1.10	Water Dispenser	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00		8 units which shall be purchase on a per request basis
N.1.11	Fax Machine	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00		5 units which shall be purchase on a per request basis
N.1.12	Portable Amplifier-Speaker	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	75,000.00	75,000.00		5 units which shall be purchase on a per request basis
N.1.13	Fire Extinguisher	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00		20 units which shall be purchase on a per request basis
N.1.14	CCTV camera	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		1 package/kit which shall be purchase on a per request basis
N.2 IT Equipment								CBAB				
N.2.1	Desktop Computer	PCIC - RO I	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	500,000.00		500,000.00	10 units @P50,000.00 each which shall be purchase on a per request
N.2.2	Laptop	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	2 units @P75,000.00 each which shall be purchase on a per request
N.2.1	Printer, Ticket Dispenser, for queuing	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	45,000.00	45,000.00		3 unit which shall be purchase on a per request basis
N.2.2	Photocopying/Duplicator Machines	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	330,000.00		330,000.00	2 units Photocopier with Network Printing Capability and Scanning Function
N.2.3	Stabilizer	PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		2 units which shall be purchase on a per request basis
N.2.4	UPS, 3 outlets	PCIC - RO I	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	196,000.00	196,000.00		49 units which shall be purchase on a per request basis
N.2.5	Tablet	PCIC - RO I	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	600,000.00	600,000.00		20 units which shall be purchase on a per request basis

Code (PAP)	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)
N.3	Furniture & Fixtures								CBAB	-		
N.3.1	Lateral Filing Cabinet, 3-drawers, with built-in Vault		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	380,000.00	380,000.00	4 units which shall be purchase on a per request basis
N.3.2	Lateral Filing Cabinet, 4-drawers		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	180,000.00	180,000.00	12 units which shall be purchase on a per request basis
N.3.3	Filing Cabinet, 6 layers & 5 columns (customized)		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00	150,000.00	3 units @P50,000.00 each which shall be purchase on a per request basis
N.3.4	Open Shelves, 4 layers		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	212,500.00	212,500.00	25 units @P8,500.00 each which shall be purchase on a per request basis
N.3.5	Office Desks		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	127,500.00	127,500.00	17 units @P7,500.00 each which shall be purchase on a per request basis
N.3.6	Chair - Clerical		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	160,000.00	160,000.00	40 units which shall be purchase on a per request basis
N.3.7	Chair - Executive		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	45,000.00	45,000.00	6 units which shall be purchase on a per request basis
N.3.8	Chair - Conference		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	90,000.00	90,000.00	12 units which shall be purchase on a per request basis
N.3.9	Chair - Visitors		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	180,000.00	180,000.00	12 units which shall be purchase on a per request basis
N.4	Motor Vehicles									-		
N.4.1	Motor Vehicles, 4-Wheeled Vehicle		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	-		
N.4.2	Motor Vehicles, Motorcycle		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	500,000.00	500,000.00	5 units which shall be purchase on a per request basis
O.	IT Software and Licenses									-		
				Negotiated Procurement - SVP								
O.1	Microsoft Office Licenses		PCIC-HO/RO	53.9 or Agency to Agency	As needed	As needed	As needed	As needed		48,000.00	48,000.00	Provision of Licenses for PCIC RO I
O.2	Anti Virus		PCIC-HO/RO	Negotiated Procurement - SVP 53.9	Within February	Within February	Within February	March		200,000.00	200,000.00	1 lot for installation at PCIC RO I
P.	Land and Land Improvement									-		
P.1	Land and Building Acquisition									-		
Q.	Leasehold and Leasehold Improvement									-		
Q.1	Renovation of Additional Office Space		PCIC - RO I	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		500,000.00	500,000.00	Budget allocation is for the supply of labor and materials for PCIC RO I

Code (PAP)	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)
Q.2	Electrical Wirings and Works for Additional Office Space		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		500,000.00	500,000.00		Budget allocation is for the supply of labor and materials for PCIC RO I
Q.5	Modular Partition & Tables - Additional Office space		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		1,000,000.00		1,000,000.00	Budget allocation is for the supply of labor and materials for PCIC RO I
R. Others													
R.1	Auditing Services - COA			Agency to Agency	N/A	N/A	N/A	N/A		1,000,000.00	1,000,000.00		Expenses incurred in Regional Office and charges form Head Office
R.2	Fidelity Bond Premium			Agency to Agency	N/A	N/A	N/A	N/A		76,000.00	76,000.00		Bond for Collecting and Disbursing Officers
R.3	Insurance of FFE's			Agency to Agency	N/A	N/A	N/A	N/A		-			
R.4	Coaster / Bus Rental		PCIC - RO I	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		120,000.00	120,000.00		Rental services for various trainings. To be procured on a per scheduled trainings
TOTAL										22,177,645.00	18,111,645.00	4,066,000.00	

Annual Procurement Plan for FY 2019 - Regional Office No. 2

Code (PAP)	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	
A. Incentive/Allowance													
A.1	Rice Subsidy		PCIC - RO 2	Negotiated Procurement - SVP 53.9		To be procured every other month			CBAB	216,000.00	216,000.00		Rice Allowance for 9-entitled employees- to be procured every other month
B. Supplies and Materials													
B.1	Common Use Office Supplies		PCIC - RO 2	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989			CBAB	500,000.00	500,000.00		Items to be procured on quarterly basis and as the need arises
B.2	Common Electric Supplies		PCIC - RO 2	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989			CBAB	15,000.00	15,000.00		Items to be procured on quarterly basis
B.3	Common Use Office Devices		PCIC - RO 2	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989			CBAB	150,000.00	150,000.00		Items to be procured on quarterly basis
B.4	Common Janitorial Supplies		PCIC - RO 2	Agency to Agency		To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989			CBAB	50,000.00	50,000.00		Items to be procured on quarterly basis

Code (PAP)	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)
B.5	Common Electric Supplies		PCIC - RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	15,000.00	15,000.00		Various electrical supplies not available at PS-DBM to be procured on a per request basis.
B.6	Common Office Supplies		PCIC - RO 2	Negotiated - SVP 53.9 /Direct Contracting, or Shopping	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00		Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment		PCIC - RO 2	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies		PCIC - RO 2	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	20,000.00	20,000.00		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Supply of Fuel Oil and Lubricants		PCIC - RO 2	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	800,000.00	800,000.00		Continuous contract with the supplier to provide gas & oil on credit basis.
C. Utilities			PCIC - RO 2										
C.1	Drinking Water Supply		PCIC - RO 2	Negotiated Procurement - Small Value	As needed	As needed	As needed	As needed	CBAB	70,000.00	70,000.00		Drinking water for PCIC RO 2 Employees & Guests (RO & PEO)
C.2	Water Supply		PCIC - RO 2	Agency to Agency	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	25,000.00	25,000.00		Water Supply Consumption of PCIC RO 2
C.3	Electric/Power Supply		PCIC - RO 2	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	900,000.00	900,000.00		Power Supply Consumption of PCIC RO 2
D. Communication			PCIC - RO 2										
D.1	Postage and Courier Services		PCIC - RO 2	Agency to Agency/Small Value Procurement	As needed	As needed	N/A	As needed	CBAB	185,000.00	185,000.00		Phil Postal Corp /LBC/JRS
D.2	Telephone Lines		PCIC - RO 2	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	90,000.00	90,000.00		PLDT
D.3	Mobile Phone Lines		PCIC - RO 2	Direct Contracting	HO to renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	488,400.00	488,400.00		Use of tablet in adjustment activities -Smart & load allowance of RO staff
E. Advertising													
E.1	Corporate Giveaways		PCIC - RO 2	Negotiated Procurement - Small Value	Within November	Within November	Within November	Within November	CBAB	500,000.00	500,000.00		
F. Printing, Risograph and Binding													
F.1	Certificate of Insurance Cover, Corn		PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	-			

Code (PAP)	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)
F.2	Certificate of Insurance Cover, Palay		PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	-			
F.3	Certificate of Cover, ADSS		PCIC RO 2	Negotiated Procurement - Small Value	As needed	As needed	As needed	As needed	CBAB	180,000.00	180,000.00		
F.4	Certificate of Cover, AP3		PCIC RO 2	Negotiated Procurement - Small Value	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00		
F.5	Certificate of Cover, LRP		PCIC RO 2	Negotiated Procurement - Small Value	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		
G. Rent													
G.1	Office Space		PCIC- RO 2	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	440,000.00	440,000.00		Office Space Rental for PEO Santiago and Abulug
H. Representation													
H.1	Catering Services		PCIC- RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	500,000.00	500,000.00		Catering services for various trainings. To be procured on a per scheduled trainings
I. Professional Services													
I.1	Janitorial Services		PCIC- RO 2	Public Bidding	Within November	Within November	Within December	Within December	CBAB	304,000.00	304,000.00		
I.2	Security Services		PCIC- RO 2	Public Bidding	Within November	Within November	Within December	Within December	CBAB	1,162,000.00	1,162,000.00		
J. Repair and Maintenance													
J.1	Aircon Maintenance		PCIC- RO 2	Negotiated Procurement - SVP 53.9	Quarterly	Quarterly	Quarterly	Quarterly	CBAB	30,000.00	30,000.00		Quarterly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
J.2	Repair & Maintenance of Office Equipment		PCIC- RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	55,000.00	55,000.00		Preventive Maintenance of various office equipment
J.3	Repair and Maintenance of Motor Vehicle		PCIC- RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	330,000.00	330,000.00		Preventive Maintenance of 4-wheel vehicles and motorcycles
J.4	Repair and Maintenance of IT Equipment and Peripherals		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		Maintenance & Repair of various IT Equipment
J.5	Repair & Maintenance of Furniture & Fixtures		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	66,000.00	66,000.00		Maintenance & Repair of various Furniture & Fixtures
K. Furniture, Fixtures & Equipment													
K.1	Office Equipment & Accessories												
K.1.1	Aircon, window type, 2HP		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		2 units @P50,000.00 w/ Installation

Code (PAP)	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)
K.1.2	Aircon, window type, 1HP		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	35,000.00		35,000.00	1 unit @ 35,000.00 w/ installation
K.1.3	Electric Fan - Stand		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	15,000.00		15,000.00	5 units @ P3,000.00 each
K.1.4	Fire Extinguisher - Refilling		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00		10 units @ 3,000.00 each
K.1.5	CCTV		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within March	Within March	Within April	Within April	CBAB	150,000.00		150,000.00	3 lots @ 50,000.00 each
K.1.6	Coffee Vendo Machine		PCIC-RO 2	RPQ	Within March	Within March	Within April	Within April	CBAB	45,000.00		45,000.00	3 units @ 15,000.00 each
K.1.7	Intercom Equipment		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within March	Within March	Within April	Within April	CBAB	50,000.00		50,000.00	1 lot
K.1.8	Refrigerator, 8 cubic ft.		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within March	Within March	Within April	Within April	CBAB	140,000.00		140,000.00	4 units @ 35,000.00 each
K.1.9	Microwave oven		PCIC-RO 2	RPQ	Within March	Within March	Within April	Within April	CBAB	20,000.00		20,000.00	5 units @ 4,000.00 each
K.1.10	File rack, steel, 8 layers		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within June	Within June	Within July	Within July	CBAB	160,000.00		160,000.00	8 units @ 20,000.00 each
K.1.11	Stove, 2 burner		PCIC-RO 2	RPQ	Within March	Within March	Within April	Within April	CBAB	14,000.00		14,000.00	4 units @ 3,500.00 each
K.1.12	Television Set		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within March	Within March	Within April	Within April	CBAB	300,000.00		300,000.00	6 units @ 50,000.00
K.1.13	Water dispenser		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within March	Within March	Within April	Within April	CBAB	13,000.00		13,000.00	2 units @ 6,500.00
K.1.14	Sofa set with center table		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	100,000.00		100,000.00	1 set
K.1.15	Bed, double deck		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	200,000.00		200,000.00	10 pcs. @ 20,000.00
K.1.16	Bed, double		PCIC-RO 2	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	20,000.00		20,000.00	1 pc
K.2 IT Equipment													
K.2.1	Desktop Computer		PCIC-RO 2	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	800,000.00		800,000.00	10 units @ P80,000.00 each
K.2.2	Laptop		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	140,000.00		140,000.00	2 units @ P70,000.00 each
K.2.3	Printer, Dot Matrix		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	65,000.00		65,000.00	1 unit - Wide Dot Matrix Printer
K.2.4	Printer, Laserjet, Mono		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	2 units @ P30,000.00 each
K.2.5	Printer, Laserjet, Colored		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	1 unit
K.2.6	Printer, Inkjet, colored		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00		50,000.00	5 units @ 10,000.00 each

Code (PAP)	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)
K.2.7	Photocopying Machine		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	80,000.00		80,000.00	1 unit
K.2.8	External Hard Drive, 1TB		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	24,000.00	24,000.00		4 units @P6000.00 each
K.2.9	UPS (Single User)		PCIC-RO 2	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	40,000.00		40,000.00	10 units @P4,000.00 each
K.2.10	AVR (Single user)		PCIC-RO 2	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	30,000.00		30,000.00	10 units @ 3,000.00 each
K.2.11	Switch Hubs, 24 ports		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00		30,000.00	3 units
K.3	Furniture & Fixtures												
K.3.1	Lateral Filing Cabinet, 4-drawers		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	48,000.00		48,000.00	4 units @P12,000.00 each
K.3.2	Chair - Clerical		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	12 units @P5,000.00 each
K.3.3	Chair - Conference		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	120,000.00		120,000.00	20 units @P6000.00 each
K.4	Motor Vehicles												
K.4.1	Motor Vehicles, 4-Wheeled Vehicle		PCIC-RO 2	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB				
K.4.2	Motor Vehicles, Motorcycle		PCIC-RO 2	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units @ 100,000.00 each
L	IT Software and Licenses												
L.1	Windows OS - Work Station		PCIC-RO 2	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 Licenses
M	Leasehold and Leasehold Improvement												
M.1	Renovation of Additional Office Space for BEO Santiago		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		250,000.00	250,000.00		Budget allocation is for the supply of labor and materials.
N	Others												
N.1	Auditing Services - COA		PCIC-RO 2	Agency to Agency	N/A	N/A	N/A	N/A		600,000.00	600,000.00		
N.2	Fidelity Bond Premium		PCIC-RO 2	Agency to Agency	N/A	N/A	N/A	N/A		50,000.00	50,000.00		
N.3	Plane Tickets		PCIC-RO 2	Agency to Agency	N/A	N/A	N/A	N/A		150,000.00	150,000.00		
N.4	Van Rental		PCIC-RO 2	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		50,000.00	50,000.00		
TOTAL										12,140,400.00	8,545,400.00	3,595,000.00	

Code (PAP)	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)
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Annual Procurement Plan for FY 2019 - REGIONAL OFFICE No. 3

Code (PAP)	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	
A. Incentive/Allowance													
A.1	Rice Subsidy		PCIC - RO3	Shopping	N/A	N/A	N/A	N/A	CBAB	72,000.00	72,000.00		Rice Allowance for 3-entitled employees- @2,000.00 each monthly
B. Supplies and Materials													
B.1	Common Use Office Supplies		PCIC - RO3	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	529,268.39	529,268.39		Items to be procured on quarterly basis
B.2	Common Electric Supplies		PCIC - RO3	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	2,709.72	2,709.72		Items to be procured on quarterly basis
B.3	Common Use Office Devices & Equipment		PCIC - RO3	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	214,018.48	27,346.80	186,671.68	Items to be procured on quarterly basis
B.4	Common Janitorial Supplies		PCIC - RO3	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	25,086.38	25,086.38		Items to be procured on quarterly basis
B.5	Common Electric Supplies		PCIC - RO3	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	-	-		Various electrical supplies not available at PS-DBM to be procured on a per request basis
B.6	Common Office Supplies		PCIC - RO3	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	466,750.00	466,750.00		Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment		PCIC - RO3	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	32,099.00	32,099.00		Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies		PCIC - RO3	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	3,360.00	3,360.00		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials		PCIC - RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	-	-		Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis
B.10	Supply of Fuel Oil and Lubricants		PCIC - RO3	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	143,000.00	143,000.00		Continuous contract with Diesel and Gasoline Provider/ Mr J Filling Station

Code (PAP)	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)
C. Utilities													
C.1	Drinking Water Supply		PCIC - RO3	Negotiated Procurement - Small Value	N/A	N/A	N/A	N/A	CBAB	28,800.00	28,800.00		Drinking water for PCIC RO3 Employees & Guests
C.2	Water Supply		PCIC - RO3	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	52,600.00	52,600.00		Water Supply Consumption of PCIC/ Primewater Infrastructure Corporation
C.3	Electric/Power Supply		PCIC - RO3	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	594,000.00	594,000.00		Power Supply Consumption of PCIC/ SFELAPCO
D. Communication													
D.1	Postage and Courier Services		PCIC - RO3	Shopping	N/A	N/A	N/A	N/A	CBAB	100,000.00	100,000.00		Express courier service/ Post Office
D.2	Telephone Lines		PCIC - RO3	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	49,500.00	49,500.00		PLDT
D.3	Internet Lines - DSL		PCIC - RO3	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	347,760.00	347,760.00		PLDT/SMART Communications Inc.
E. Awards / Tokens													
E.1	Plaques for Service Awardees		PCIC - RO3	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	-			
F. Advertising													
F.1	Corporate Giveaways		PCIC - RO3	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	CBAB	500,000.00	500,000.00		
G. Printing, Risograph and Binding													
G.1	Certificate of Insurance Cover, Corn		PCIC - RO3	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	-			
H. Rent													
H.1	Office Space		PCIC-RO3	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	960,000.00	960,000.00		Office Space Rental at 2nd flr. Garcia Bldg. San Agustin CSFP
I. Subscription													
I.1	Newspaper		PCIC-RO3	Negotiated Procurement - SVP	N/A	N/A	N/A	N/A	CBAB	8,000.00	8,000.00		Inquirer
J. Representation													

Code (PAP)	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)
J.1	Catering Services		PCIC-RO3	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	50,000.00	50,000.00	Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue												
K.1	Training / Workshop 1		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	150,000.00	150,000.00	Development Program for PCIC Employees
K.2	Training / Workshop 2		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	50,000.00	50,000.00	Development Program for PCIC Employees
K.3	Training / Workshop 3		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	100,000.00	100,000.00	Development Program for PCIC Employees
K.4	Training / Workshop 4		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	50,000.00	50,000.00	Development Program for PCIC Employees
K.5	Training / Workshop 5		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	75,000.00	75,000.00	Development Program for PCIC Employees
K.6	Training / Workshop 6		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	30,000.00	30,000.00	Development Program for PCIC Employees
K.7	Training / Workshop 9		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	30,000.00	30,000.00	Cultural and Athletic
L. Professional Services												
L.1	Janitorial Services		PCIC-RO3	Public Bidding	N/A	N/A	N/A	N/A	CBAB	143,000.00	143,000.00	
L.2	Security Services		PCIC-RO3	Public Bidding	Within Nover	Within Nover	Within Decem	Within Januar	CBAB	360,000.00	360,000.00	
M. Repair and Maintenance												
M.1	Aircon Maintenance		PCIC-RO3	Shopping	N/A	N/A	N/A	N/A	CBAB	50,000.00	50,000.00	Quarterly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
M.2	Pest Control Preventive Maintenance		PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	16,100.00	16,100.00	Eradication of crawling and flying insects,
M.3	Repair & Maintenance of Office Equipment		PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00	40,000.00	Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle (As Needed)		PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	140,000.00	140,000.00	Preventive Maintenance of 10-Motor Vehicle
M.5	Motor Vehicle Tires		PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00	150,000.00	Various sizes for 10-Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals		PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00	40,000.00	Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment												

Code (PAP)	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)
N.1	Office Equipment & Accessories											
N.1.1	Aircon, Floor Mounted, 3TR	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	300,000.00		300,000.00	2 units @P150,000.00 w/ Installation
N.1.2	Biometric Machine / Bundy Clock	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		1 unit Finger Scanner
N.1.3	Electric Fan - Industrial or Stand	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	4,800.00	4,800.00		2 units @P2,400.00 each which shall be purchase on a per request basis
N.1.4	Fire Extinguisher - Refilling	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	2,400.00	2,400.00		BNQI Enterprises
N.2	IT Equipment											
N.2.1	Desktop Computer	PCIC-RO3	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	250,000.00		250,000.00	5 units @P50,000.00 each which shall be purchase on a per request basis
N.2.2	Laptop	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	77,000.00		77,000.00	1 unit @P77,000.00 each which shall be purchase on a per request basis
N.2.3	Printer, Dot Matrix	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	44,000.00		44,000.00	1 unit - Wide Dot Matrix Printer LQ2190
N.2.4	Printer, Laserjet, Mono	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	2 units @P30,000.00 each which shall be purchase on a per request basis
N.2.5	Printer, Laserjet, Colored	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	120,000.00		120,000.00	2 units @P60,000.00 each which shall be purchase on a per request basis
N.2.6	Photocopying Machines	PCIC-RO3	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	39,600.00		39,600.00	Photocopier with Network Printing Capability and Scanning Function
N.2.7	External Hard Drive, 2TB	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	33,000.00	33,000.00		3 units @P11000.00 each
N.2.8	UPS (Single User)	PCIC-RO3	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	140,000.00	140,000.00		28 units @P5,000.00 each which shall be purchase on a per request basis
N.2.9	Wireless N Gigabit Router	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	4,000.00	4,000.00		2 units @P2,000.00 each which shall be purchase on a per request basis
N.2.10	Switch Hubs	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00		20,000.00	1 unit @P20,000.00 each which shall be purchase on a per request basis
N.3	Furniture & Fixtures							CBAB				
N.3.1	Lateral Filing Cabinet, 3-drawers	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	4 units @P15,000.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N.3.2	Lateral Filing Cabinet, 4-drawers	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	4 units @P15,000.00 each which shall be purchase on a per request basis
N.3.3	Chair - Clerical	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00		10 units @P6,000.00 each which shall be purchase on a per request basis
N.3.4	Chair - Executive	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	51,000.00		51,000.00	3 units @P17,000.00 each which shall be purchase on a per request basis
N.3.5	Chair - Visitors	PCIC-RO3	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	24,000.00	24,000.00		3 units @P8,000.00 each which shall be purchase on a per request basis
N.4 Motor Vehicles												
N.4.1	Motor Vehicles, 2-Wheeled Vehicle	PCIC-RO3	Public Bidding	As needed	As needed	As needed	As needed	CBAB	500,000.00		500,000.00	
O. IT Software and Licenses												
O.1	Windows OS - Work Station											
P. Land and Land Improvement												
P.1	Land and Building Acquisition											
Q. Leasehold and Leasehold Improvement												
Q.1	Construction of Stock Room and Office Repainting	PCIC-RO3	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		400,000.00		400,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines
R. Others												
R.2	Fidelity Bond Premium		Agency to Agency	N/A	N/A	N/A	N/A					
R.3	Insurance of FFE's		Agency to Agency	N/A	N/A	N/A	N/A					
TOTAL									7,862,851.97	5,694,580.29	2,168,271.68	

Annual Procurement Plan for FY 2019 - REGIONAL OFFICE 3A

A. Incentive/Allowance												
A.1	Rice Subsidy	PCIC RO3A	N/A	N/A	N/A	N/A	N/A		10,000.00	10,000.00		Rice Allowance for 5-entitled employees- to be procured every month

Code (PAP)	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)
A.2	Health Insurance (HMO)	PCIC HO		Public Bidding	1st week of April	1st week of May	2nd week of May	2nd week of May	CBAB	37,500.00	37,500.00	HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials												
B.1	Common Use Office Supplies	PCIC RO3A		Negotiated Procurement/shopping	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	540,000.00	540,000.00	Items to be procured on quarterly basis
B.2	Common Electric Supplies	PCIC RO3A		Negotiated Procurement/shopping	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	15,000.00	15,000.00	Items to be procured on quarterly basis
B.3	Common Use Office Devices	PCIC RO3A		Negotiated Procurement/shopping	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	380,249.49	380,249.49	Items to be procured on quarterly basis
B.4	Common Janitorial Supplies	PCIC RO3A		Negotiated Procurement/shopping	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	65,000.00	65,000.00	Items to be procured on quarterly basis
B.5	Common Electric Supplies	PCIC RO3A		Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	15,989.48	15,989.48	Various electrical supplies not available at PS-DBM to be procured on a per request basis.
B.6	Common Office Supplies	PCIC RO3A		Negotiated - SVP 53.9 /Direct Contracting.or Shopping	As needed	As needed	N/A	As needed	CBAB	555,171.65	555,171.65	Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment	PCIC RO3A		Negotiated Procurement / Shopping	As needed	As needed	N/A	As needed	CBAB	40,000.00	40,000.00	Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies	PCIC RO3A		Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	30,000.00	30,000.00	Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials	PCIC RO3A		Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	100,000.00	100,000.00	Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis.
B.10	Supply of Fuel Oil and Lubricants	PCIC RO3A		N/A	N/A	N/A	N/A	N/A	CBAB	150,000.00	150,000.00	Fuel & Oil consumption of RO3A employees to be procured on a per request basis
C. Utilities												
C.1	Drinking Water Supply	PCIC RO3A		As needed	N/A	N/A	N/A	N/A	CBAB	18,000.00	18,000.00	Drinking water for PCIC RO 3A Employees & Guests
C.2	Water Supply	PCIC RO3A		Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	40,000.00	40,000.00	Water supply consumption of RO3A- Prime Water
C.3	Electric/Power Supply	PCIC RO3A		Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	400,000.00	400,000.00	Power supply consumption of RO3A- Cab. Electric Corp.(CELCOR)

Code (PAP)	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)
D. Communication												
D.1	Postage and Courier Services	PCIC RO3A	N/A		As needed	As needed	N/A	As needed	CBAB	18,000.00	18,000.00	Express courier service
D.2	Telephone Lines	PCIC RO3A	Direct Contracting		To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	100,000.00	100,000.00	PLDT
D.3	Internet Lines - DSL	PCIC RO3A	Direct Contracting		To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	60,000.00	60,000.00	PLDT
D.4	Internet - Satellite	PCIC-HO/RO3A	Direct Contracting		To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	25,000.00	25,000.00	SMART
E. Awards / Tokens												
E.1	Anniversary Souvenir	PCIC-HO/RO3A	Negotiated Procurement - Small Value		As needed	As needed	N/A	As needed	CBAB	-		
F. Advertising												
F.1	Corporate Giveaways	PCIC-HO	Negotiated Procurement - Small Value		Within October	Within October	Within November	Within November	CBAB	500,000.00	500,000.00	
G. Printing, Risograph and Binding												
G.1	Certificate of Insurance Cover, Corn	PCIC-HO	Public Bidding		Within January	Within February	Within February	Within February	CBAB	-		
H. Rent												
H.1	Office Space	PCIC-HO/RO3A	Agency-to-Agency		N/A	N/A	N/A	N/A	CBAB	300,000.00	300,000.00	Office Space Rental at National Food Authority (NFA) & Phil. Deposit Insurance Corp (PDIC)/R. Guinto
I. Subscription												
I.1	Newspaper	RO 3A	N/A		N/A	N/A	N/A	N/A	CBAB	6,000.00	6,000.00	Various newspaper
J. Representation												
J.1	Catering Services	RO 3A	Negotiated Procurement - SVP 53.9		As needed	As needed	As needed	As needed	CBAB	-		Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue												
K.1	Training / Workshop 1	PCIC-HO/RO 3A	Negotiated Procurement - Lease of Venue		As Needed	As Needed	As Needed	As Needed	CBAB	-		Development Program for PCIC Employees

Code (PAP)	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)
L. Professional Services													
L.1	Janitorial Services		RO 3A	N/A	N/A	N/A	N/A	N/A	CBAB	130,000.00	130,000.00		Job Order
L.2	Security Services		RO 3A	Public Bidding	Within Nov.	Within Dec.	Within Jan.	Within Jan.	CBAB	400,000.00	400,000.00		
M. Repair and Maintenance													
M.1	Aircon Maintenance		RO 3A	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	30,000.00	30,000.00		Semi-annual Cleaning and Maintenance of Various Air Conditioning Units including
M.2	Pest Control Preventive Maintenance		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Eradication of crawling and flying insects;
M.3	Repair & Maintenance of Office Equipment		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00		Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle (As Needed)		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00	150,000.00		Preventive Maintenance of Motor Vehicle
M.5	Motor Vehicle Tires		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		Various sizes for Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment													
Office Equipment & Accessories													
N.1.1	Biometric Machine / Bundy Clock		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		Finger Scanner
N.1.2	Facsimile Machine		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		
N.1.3	Fire Extinguisher - Refilling		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	6,000.00	6,000.00		
N.1.4	CCTV Camera, 4 channels		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00	40,000.00		
N.1.5	Riso KZ 30		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00		
N.2 IT Equipment									CBAB				
N.2.1	Desktop Computer		RO 3A	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	236,000.00	236,000.00		
N.2.2	Laptop		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	72,000.00	72,000.00		

Code (PAP)	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)
N.2.3	Printer, Dot Matrix		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	48,000.00		48,000.00	
N.2.4	Printer, Laserjet, Mono		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	
N.2.5	Printer, Laserjet, Colored		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	18,000.00		18,000.00	
N.2.6	External Hard Drive, 1TB		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	24,000.00		24,000.00	
N.2.7	UPS (Auto Shutdown)		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	10,000.00		10,000.00	
N.3 Furniture & Fixtures									CBAB	-			
N.3.1	Chair - Clerical		PCIC-HO/RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00		100,000.00	
N.3.2	Chair - Conference		PCIC-HO/RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00		100,000.00	
N.4 Motor Vehicles													
N.4.2	Motor Vehicles, Motorcycle		RO 3A	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	
O. IT Software and Licenses													
O.1	Windows OS - Work Station		PCIC-HO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		-			
P. Land and Land Improvement													
P.1	Land and Building Acquisition		PCIC-HO/RO3A							-			
Q. Leasehold and Leasehold Improvement													
Q.1	Renovation of Additional Office Space		PCIC-HO/RO 3A	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		-			Budget allocation is for the supply of labor and materials. Details of requirements is not yet determine
R. Others													
R.1	Fidelity Bond Premium		PCIC-HO/RO 3A	Agency to Agency	N/A	N/A	N/A	N/A		6,000.00	6,000.00		
R.2	Insurance of FFE's		RO 3A	Agency to Agency	N/A	N/A	N/A	N/A		6,000.00	6,000.00		
R.3	Coaster / Bus/ Van rentals		RO 3A	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		50,000.00	50,000.00		
GRAND TOTAL										5,671,910.62	4,003,910.62	1,668,000.00	

Code (PAP)	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)
C. Utilities												
C.1	Drinking Water Supply		PCIC - RO	Negotiated Procurement - Small Value	1st week of February	1st week of February	1st week of February	1st week of February	CBAB	28,800.00	28,800.00	Drinking water for PCIC RO IV Employees & Guests
C.2	Water Supply		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	64,889.23	64,889.23	Water Supply Consumption of PCIC RO IV /PEOs
C.3	Electric/Power Supply		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	654,863.79	654,863.79	Power Supply Consumption of PCIC RO IV / PEOs
D. Communication												
D.1	Postage and Courier Services		PCIC - RO	Shopping	As needed	As needed	N/A	As needed	CBAB	260,000.53	260,000.53	Express courier service
D.2	Telephone - Landline		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	102,833.78	102,833.78	PLDT
D.3	Internet Lines - DSL		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	277,759.62	277,759.62	PLDT
D.4	Internet - Satellite		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	-	-	
D.5	Telephone - Mobile		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	173,280.00	173,280.00	Load allowance of Underwriters and Adjusters
E. Awards / Tokens												
E.1	Anniversary Souvenir		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00	Giveaways during PCIC Anniversary to PCIC employees and clients
F. Advertising												
F.1	Corporate Giveaways		PCIC - RO	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	CBAB	500,000.00	500,000.00	For PCIC RO IV clients and partners
G. Printing, Risograph and Binding												
G.1	Certificate of Insurance Cover, Corn		PCIC - RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	54,000.00	54,000.00	Issuance of Corn Insurance coverage (c/o HO)
G.2	Certificate of Insurance Cover, Palay		PCIC - RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	54,000.00	54,000.00	Issuance of Palay Insurance coverage (c/o HO)
G.3	Certificate of Cover		PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	194,400.00	194,400.00	Issuance of Non traditional lines Insurance coverage
G.4	PCIC Office Form - Letterhead		PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	40,800.00	40,800.00	For PCIC RO IV use (c/o HO)

Code (PAP)	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)
G.5	Brochure - High Value Insurance	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.6	Brochure - Rice Crop Insurance	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.7	Brochure - Crop Insurance for Corn	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.8	Brochure - Loan Payment Protection Plan	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.9	Brochure - Agricultural Producers Protection Plan	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.10	Brochure - Livestock Insurance Program	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.11	Brochure - Accidental & Dismemberment	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.12	Brochure - General Information	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.13	Brochure - HVCC	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.14	Brochure - Non Crop Insurance	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.15	Brochure - APCP	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.16	Brochure - RSBSA	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.17	Brochure - Sikat Saka	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	106,615.38	106,615.38		For PCIC RO IV clients and partners
G.18	Corporate Calendar	PCIC - RO	Negotiated Procurement - SVP	Within October	Within October	Within October	Within October	CBAB	85,000.00	85,000.00		For PCIC RO IV clients and partners (c/o HO)
G.19	Continuous Check	PCIC - RO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	256,000.00	256,000.00		Claim Indemnity checks
H. Rent												
H.1	Office Space	PCIC - RO	Negotiated Procurement - SVP	N/A	N/A	N/A	N/A	CBAB	2,469,600.00	2,469,600.00		Office Space Rental of RO IV and Eight (8) PEOs
I. Subscription												
I.1	Newspaper	PCIC - RO	Negotiated Procurement - SVP					CBAB	7,098.30	7,098.30		Various newspaper
J. Representation												
J.1	Catering Services	PCIC - RO	Negotiated Procurement - SVP 53.9					CBAB	150,000.00	150,000.00		Catering services for various trainings/meetings
K. Lease of Venue												

Code (PAP)	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)
K.1	Training / Workshop 1	PCIC-RO		Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	540,000.00	540,000.00		Development Program for PCIC Employees
K.2	Training / Workshop 2	PCIC-RO		Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	540,000.00	540,000.00		Development Program for PCIC Employees
K.3	Training / Workshop 3	PCIC-RO		Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	540,000.00	540,000.00		Development Program for PCIC Employees
K.4	Training / Workshop 4	PCIC-RO		Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	540,000.00	540,000.00		Development Program for PCIC Employees
L. Professional Services													
L.1	Janitorial Services	PCIC-RO		Public Bidding	Within March	Within April	Within May	Within June	CBAB	236,079.69	236,079.69		
L.2	Security Services	PCIC-RO		Public Bidding	Within Febru	Within March	Within April	Within April	CBAB	904,665.22	904,665.22		
M. Repair and Maintenance													
M.1	Aircon Maintenance	PCIC-RO		Negotiated Procurement - SVP 53.9	Within April & November	Within April & November	Within April & November	Within April & November	CBAB	50,000.00	50,000.00		Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
M.2	Repair & Maintenance of Office Equipment	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	95,000.00	95,000.00		Preventive Maintenance of various office equipment
M.3	Repair and Maintenance of Motor Vehicle (As Needed)	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	250,000.00	250,000.00		Preventive Maintenance of 11-Motor Vehicle
M.4	Motor Vehicle Tires	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	108,000.00	108,000.00		Various sizes for 11-Motor Vehicles
M.5	Repair and Maintenance of IT Equipment and Peripherals	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	85,000.00	85,000.00		Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment													
N.1	Office Equipment & Accessories												
N.1.1	Aircon, Split Type, 2 HP	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	675,000.00	675,000.00	9 units @P75,000.00 w/ Installation	
N.1.2	Biometric Machine / Bundy Clock	PCIC-RO		Shopping	As needed	As needed			CBAB	10,000.00	10,000.00	Finger Scanner ; 2 units @ 5,000.00	
N.1.3	Water Dispenser	PCIC-RO		Shopping	As needed	As needed			CBAB	32,500.00	32,500.00	5 units @P6,500.00 each which shall be purchase on a per request basis	
N.1.4	Camera - CCTV	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	160,000.00	160,000.00	8 units of CCTV with installation at RO IV	
N.1.6	Fire Extinguisher - Refilling	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed			CBAB	10,000.00	10,000.00	2 units @P5,000.00 each for RO IV	
N.1.7	Vault	PCIC-RO		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	90,000.00	90,000.00	9 units @P10,000.00 each for RO IV and PEO use	

Code (PAP)	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)
N.1.8	Portable Amplifier/Speaker		PCIC-RO	Shopping	As needed	As needed			CBAB	30,000.00		30,000.00	3 units @P10,000.00 for PEO use
N.1.9	Microphone		PCIC-RO	Shopping	As needed	As needed			CBAB	5,000.00		5,000.00	2 units @P2,500.00 for PEO use
N.1.10	Projector Screen		PCIC-RO	Shopping	As needed	As needed			CBAB	2,500.00		2,500.00	1 unit @P2,500.00 for PEO use
N.1.11	Television - LED		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	130,000.00		130,000.00	2 units @P265,000.00 for RO IV/PEO use
N.1.12	Clock		PCIC-RO	Shopping	As needed	As needed			CBAB	3,500.00		3,500.00	10 units @P350.00 for RO IV/PEO use
N.2 IT Equipment													
N.2.1	Desktop Computer		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	1,200,000.00		1,200,000.00	20 units @P60,000.00 each which shall be purchase on a per request basis
N.2.2	Laptop		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	1 unit @P60,000.00 each which shall be purchase on a per request basis
N.2.3	Printer, Dot Matrix		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	75,000.00		75,000.00	1 unit - Wide Dot Matrix Printer
N.2.4	Printer, Laserjet, Colored		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	180,000.00		180,000.00	12 units @P15,000.00 each which shall be purchase on a per request basis
N.2.5	Photocopying Machines		PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	160,000.00		160,000.00	Photocopier with Network Printing Capability and Scanning Function
N.2.6	External Hard Drive, 1TB		PCIC-RO	Shopping	As needed				CBAB	12,000.00		12,000.00	3 units @P4,000.00 each for back up purposes
N.2.7	UPS (Auto Shutdown)		PCIC-RO	Shopping	As needed				CBAB	30,000.00		30,000.00	6 units @P 3,000.00 each
N.2.8	Telephone / Internet wiring		PCIC-RO	Shopping	As needed				CBAB	55,900.00		55,900.00	For PEOs use
N.2.9	Floor Cord Protector		PCIC-RO	Shopping	As needed				CBAB	10,000.00		10,000.00	2 units @P 5,000.00 each
N.2.10	Server Rack		PCIC-RO	Shopping	As needed				CBAB	25,000.00		25,000.00	For IT Server Room
N.3 Furniture & Fixtures													
N.3.1	Mobile Cabinet		PCIC-RO	Shopping	As needed				CBAB	30,000.00		30,000.00	10 units @P3,000.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N.3.2	Lateral Filing Cabinet, 4-drawers		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00		100,000.00	10 units @P10,000.00 each which shall be purchase on a per request basis
N.3.3	Open Shelves, 5 layer		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	72,000.00		72,000.00	8 units @P9,000.00 each which shall be purchase on a per request basis
N.3.4	Window Blind		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	108,000.00		108,000.00	6 units @18,000.00 each which shall be purchase on a per request basis
N.3.5	Chair - Clerical		PCIC-RO	Shopping	As needed				CBAB	42,000.00		42,000.00	21 units @P2,000.00 each which shall be purchase on a per request basis
N.3.6	Office Table		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	73,500.00		73,500.00	21 units @P3,500.00 each which shall be purchase on a per request basis
N.3.7	Panel Divider		PCIC-RO	Shopping	As needed				CBAB	39,000.00		39,000.00	6 units @P6,500.00 each which shall be purchase on a per request basis
N.3.8	Gang Chair - 4 seater		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	110,000.00		110,000.00	11 units @P10,000.00 each which shall be purchase on a per request basis
N.3.9	Curtain and Curtain Rods		PCIC-RO	Shopping	As needed				CBAB	35,000.00		35,000.00	For PEOs use
N.4 Motor Vehicles													
N.4.1	Motor Vehicles, 4-Wheeled Vehicle		PCIC-RO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	-			
N.4.2	Motor Vehicles, Motorcycle		PCIC-RO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units @ P100,000.00 for PEOs use
O. IT Software and Licenses													
O.1	Windows OS - Work Station		PCIC-RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		-			
P. Land and Land Improvement													
P.1	Land and Building Acquisition		PCIC-RO							-			
Q. Leasehold and Leasehold Improvement													
Q.1	Renovation of Additional Office Space/ PEOs		PCIC-RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		650,000.00		650,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined
Q.2	Electrical Wirings and Works for Office Space/ PEOs		PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		300,000.00		300,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined

Code (PAP)	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)
Q.5	Modular Partition & Tables - Additional Office space	PCIC-RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		400,000.00		400,000.00	For PEOs use
R. Others												
R.1	Auditing Services - COA		Agency to Agency	N/A	N/A	N/A	N/A		850,000.00	850,000.00		
R.2	Fidelity Bond Premium		Agency to Agency	N/A	N/A	N/A	N/A		100,000.00	100,000.00		
R.3	Insurance of FFE's		Agency to Agency	N/A	N/A	N/A	N/A		65,000.00	65,000.00		Fire Insurance of PCIC RO IV Building
R.4	Plane Tickets		Agency to Agency	N/A	N/A	N/A	N/A		650,000.00	650,000.00		
R.5	Coaster / Van Rental		Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		60,000.00	60,000.00		
TOTAL									20,097,332.73	14,681,432.73	5,415,900.00	

Annual Procurement Plan for FY 2019 - Region 5

A. Incentive/Allowance												
A.1	Rice Subsidy	PCIC - RO	Negotiated Procurement - SVP 53.9	Jan., March, May, July, Sept., Nov.	Jan., March, May, July, Sept., Nov.	Jan., March, May, July, Sept., Nov.	Jan., March, May, July, Sept., Nov.	CBAB	96,000.00	96,000.00		employees- to be procured every other month with ABC of Php52,000.00.
A.2	Health Insurance (HMO)	PCIC - HO/RO	Public Bidding	1st week of April	1st week of May	2nd week of May	2nd week of May	CBAB	22,500.00	22,500.00		HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials												
B.1	Common Use Office Supplies	PCIC - RO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	-			Items to be procured on quarterly basis
B.2	Common Electric Supplies	PCIC - RO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	-			Items to be procured on quarterly basis
B.3	Common Use Office Devices	PCIC - RO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	8,283.58	8,283.58		Items to be procured on quarterly basis
B.4	Common Janitorial Supplies	PCIC - RO	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	-			Items to be procured on quarterly basis

Code (PAP)	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)
B.5	Common Electric Supplies		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	1,228.22	1,228.22		Various electrical supplies not available at PS-DBM to be procured on a per request basis.
B.6	Common Office Supplies		PCIC - RO	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	858,383.59	858,383.59		Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment		PCIC - RO	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	135,573.25	135,573.25		Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies		PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	60,519.76	60,519.76		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	299.12	299.12		Various Office Maintenance Materials not available at PS-DBM to
B.10	Supply of Fuel Oil and Lubricants		PCIC - RO	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	400,000.00	400,000.00		Continuous contract with Fleet Card Provider
C. Utilities													
C.1	Drinking Water Supply		PCIC - HO	Negotiated Procurement - Small Value	1st week of May	2nd week of May	3rd week of May	Last week of May	CBAB	20,000.00	20,000.00		Drinking water for PCIC HO Employees & Guests
C.2	Water Supply		PCIC - HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				CBAB	-			Water Supply Consumption of PCIC
C.3	Electric/Power Supply		PCIC - HO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				CBAB	400,000.00	400,000.00		Power Supply Consumption of PCIC
D. Communication													
D.1	Postage and Courier Services		PCIC - RO	Shopping	As needed	As needed	N/A	As needed	CBAB	30,000.00	30,000.00		Express courier service
D.2	Telephone Lines		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	60,000.00	60,000.00		PLDT
D.3	Internet Lines - DSL		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	300,000.00	300,000.00		PLDT
D.4	Internet - Satellite		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				CBAB	10,000.00	10,000.00		NOW
D.5	Mobile Phone Lines		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	50,000.00	50,000.00		Text Blast - Smart

Code (PAP)	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)
E. Awards / Tokens												
E.1	Anniversary Souvenir		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	-		
F. Advertising												
F.1	Publication/Posting of Notices to Newspaper		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	200,000.00	200,000.00	
F.2	Corporate Giveaways		PCIC - RO	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	CBAB	500,000.00	500,000.00	
F.3	PCIC Audio Visual Presentation		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	-		
G. Printing, Risograph and Binding												
G.1	PCIC Office Form - Letterhead		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.2	Brochure - High Value Insurance		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.3	Brochure - Rice Crop Insurance		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.4	Brochure - Crop Insurance for Corn		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.5	Brochure - Loan Payment Protection Plan		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.6	Brochure - Agricultural Producers Protection Plan		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.7	Brochure - Livestock Insurance Program		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.8	Brochure - Accidental & Dismemberment		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.9	Brochure - General Information		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.10	Brochure - HVCC		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.11	Brochure - Non Crop Insurance		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	
G.12	Brochure - APCP		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.13	Brochure - RSBSA		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00	
G.14	Brochure - Sikat Saka		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.15	Continuous Check		PCIC-HO/RO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	200,000.00	200,000.00	

Code (PAP)	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)
G.16	Handbook on Procurement		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	28.90	28.90	
H. Rent												
H.1	Office Space		PCIC - RO	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	1,800,000.00	1,800,000.00	Office Space Rental at National Irrigation Administration
I. Subscription												
I.1	Newspaper		PCIC - RO	Negotiated Procurement - SVP					CBAB	7,000.00	7,000.00	Various newspaper
J. Representation												
J.1	Catering Services		PCIC - RO	Negotiated Procurement - SVP 53.9					CBAB	-		Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue												
K.1	Training / Workshop 1		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	350,000.00	350,000.00	Development Program for PCIC Employees
K.2	Training / Workshop 2		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	150,000.00	150,000.00	Development Program for PCIC Employees
K.3	Training / Workshop 9		PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	21,000.00	21,000.00	Cultural and Athletic
L. Professional Services												
L.1	Janitorial Services		PCIC - RO	Public Bidding	Within March	Within April	Within May	Within June	CBAB	250,000.00	250,000.00	
L.2	Security Services		PCIC - RO	Public Bidding	Within March	Within April	Within May	Within May	CBAB	550,000.00	550,000.00	
M. Repair and Maintenance												
M.1	Aircon Maintenance		PCIC - RO	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	-		Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for
M.2	Pest Control Preventive Maintenance		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	-		Eradication of crawling and flying insects
M.3	Repair & Maintenance of Office Equipment		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00	Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle (As Needed)		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	250,000.00	250,000.00	Preventive Maintenance of 10-Motor Vehicle
M.5	Motor Vehicle Tires		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	-		Various sizes for 10-Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00	Maintenance & Repair of various IT Equipment
M.7	Furniture & Fixtures		PCIC - RO	Negotiated Procurement - SVP 53.10	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00	

Code (PAP)	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)
N. Furniture, Fixtures & Equipment												
Office Equipment & Accessories												
N.1												
N.1.1	Fire Extinguisher - Refilling	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	35,000.00	35,000.00		
N.1.7	Generator Set	PCIC - RO	Negotiated Procurement - SVP 53.10	As needed	As needed	As needed	As needed	CBAB	270,000.00	270,000.00		
N.2 IT Equipment												
N.2.1	Desktop Computer	PCIC - RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	400,000.00	400,000.00	31 units @P66,000.00 each which shall be purchase on a per request basis	
N.2.2	Printer, Dot Matrix	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	80,000.00	80,000.00	1 unit - Wide Dot Matrix Printer	
N.2.3	External Hard Drive, 1TB	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	1 unit	
N.2.4	UPS (Single User)	PCIC - RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	4,000.00	4,000.00	1 Unit	
N.2.5	Wireless N Gigabit Router	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	3,000.00	3,000.00	1 Unit	
N.2.6	CCTV	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		
N.2.7	Photocopier	PCIC - RO	Negotiated Procurement - SVP 53.10	As needed	As needed	As needed	As needed	CBAB	40,000.00	40,000.00		
N.3 Furniture & Fixtures												
N.3.1	Lateral Filing Cabinet, 3-drawers	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	-	-		
N.4 Motor Vehicles												
N.4.1	Motor Vehicles, 2-Wheeled Vehicle	PCIC-HO/RO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00	500,000.00		
O. IT Software and Licenses												
O.1	Microsoft Office Licenses	PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed Within February	As needed Within February	As needed Within February	As needed March		10,000.00	10,000.00	1 unit	
O.2	Anti Virus	PCIC-HO/RO	Negotiated Procurement - SVP 53.9						20,000.00	20,000.00	2 Units	
P. Land and Land Improvement												
P.1	Land and Building Acquisition	PCIC - RO							-	-		

Code (PAP)	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)
Q. Leasehold and Leasehold Improvement										-			
Q.1	Renovation of Additional Office Space	PCIC - RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		150,000.00		150,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines	
Q.2	Electrical Wirings and Works for Additional Office Space	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		-				
Q.5	Modular Partition & Tables - Additional Office space	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		50,000.00		50,000.00		
R. Others													
R.1	Auditing Services - COA		Agency to Agency	N/A	N/A	N/A	N/A		1,000,000.00	1,000,000.00			
R.2	Fidelity Bond Premium		Agency to Agency	N/A	N/A	N/A	N/A		60,000.00	60,000.00			
R.3	Insurance of FFE's		Agency to Agency	N/A	N/A	N/A	N/A		50,000.00	50,000.00			
R.4	Plane Tickets		Agency to Agency	N/A	N/A	N/A	N/A		500,000.00	500,000.00			
GRAND TOTAL									10,347,816.42	8,800,816.42	1,547,000.00		

Annual Procurement Plan for FY 2019 - Regional Office No. 6

A. Incentive/Allowance													
A.1	Rice Subsidy		PCIC - RO	Negotiated Procurement	1st week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	2nd week of Jan., March, May, July, Sept., Nov.	CBAB	120,000.00	120,000.00		Rice Allowance for 5-entitled employees- to be procured every month @2,000.00 per employee
A.2	Health Insurance (HMO)		PCIC - HQ/RO	Public Bidding	1st week of April	1st week of May	2nd week of May	2nd week of May	CBAB	37,500.00	37,500.00		HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials													
B.1	Common Use Office Supplies		RO VI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	403,533.57	403,533.57		Items to be procured on quarterly basis
B.2	Common Electric Supplies		RO VI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	14,953.54	14,953.54		Items to be procured on quarterly basis
B.3	Common Use Office Devices		RO VI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	650,184.72	650,184.72		Items to be procured on quarterly basis

Code (PAP)	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)
B.4	Common Janitorial Supplies	RO VI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	113,358.96	113,358.96	Items to be procured on quarterly basis	
B.5	Common Electric Supplies	RO VI	Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	-		Various electrical supplies not available at PS-DBM to be procured on a per request basis.	
B.6	Common Office Supplies	RO VI	Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	3,001,937.00	3,001,937.00	Various office supplies and consumables not available at PS-DBM to be procured on a per request basis	
B.7	Common Office Devices & Equipment	PCIC - HO	Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	34,870,160.00	34,870,160.00	Various office devices & equipment not available at PS-DBM to be procured on a per request basis	
B.8	Janitorial Supplies	PCIC - HO	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	62,376.00	62,376.00	Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis	
B.9	Carpentry/Painting/Office Maintenance Materials	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	642,000.00	642,000.00	Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis	
B.10	Supply of Fuel Oil and Lubricants	PCIC - RO	Direct Contracting or Shopping	N/A	N/A	N/A	N/A	CBAB			AS NEEDED	
C. Utilities												
C.1	Drinking Water Supply	PCIC - RO	Negotiated Procurement - Small Value	1st week of May	2nd week of May	3rd week of May	Last week of May	CBAB	100,000.00	100,000.00	Drinking water for PCIC RO VI Employees & Guests and PEOs	
C.2	Water Supply	PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	60,000.00	60,000.00	Water Supply Consumption of PCIC RO VI and PEOs	
C.3	Electric/Power Supply	PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	2,000,000.00	2,000,000.00	Power Supply Consumption of PCIC RO VI and PEOs	
D. Communication												
D.1	Postage and Courier Services	PCIC-RO	Direct Contracting	As needed	As needed	N/A	As needed	CBAB	30,000.00	30,000.00	Express courier service	
D.2	Telephone Lines	PCIC-RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	108,000.00	108,000.00	PLDT AND PANTELCO	
D.3	Internet Lines - DSL	PCIC-RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	580,000.00	580,000.00	PLDT	
E. Awards / Tokens												

Code (PAP)	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)
E.1	Anniversary Souvenir	PCIC-RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	-		
F. Advertising											
F.1	Publication/Posting of Notices to Newspaper	PCIC-RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	-		
F.2	Corporate Giveaways	PCIC-RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	500,000.00	500,000.00	
G. Printing, Risograph and Binding											
G.1	Certificate of Insurance Cover, Corn	PCIC-RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	-		100 PADS C/O HEAD OFFICE
G.2	Certificate of Insurance Cover, Palay	PCIC-RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	-		300 PADS C/O HEAD OFFICE
G.3	PCIC Office Form - Letterhead	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	-		C/O HEAD OFFICE
G.4	Brochure - High Value Fisheries	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	8,600.00	8,600.00	2,000 pcs
G.5	Brochure - Rice Crop Insurance	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,500.00	20,500.00	10,000 pcs
G.6	Brochure - Crop Insurance for Corn	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	9,900.00	9,900.00	3,000 pcs
G.7	Brochure - Loan Payment Protection Plan	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	6,000.00	6,000.00	500 pcs
G.8	Brochure - Agricultural Producers Protection Plan	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	6,000.00	6,000.00	500 pcs
G.9	Brochure - Livestock Insurance Program	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	14,520.00	14,520.00	6,000 pcs
G.10	Brochure - Accidental & Dismemberment	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	7,400.00	7,400.00	1,000 pcs
G.12	Brochure - HVCC	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	8,600.00	8,600.00	2,000 pcs
G.13	Brochure - Non Crop Insurance	PCIC-RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	7,400.00	7,400.00	1,000 pcs
H. Rent											
H.1	Office Space	PCIC-RO	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	1,632,000.00	1,632,000.00	Office space rent for 5 PEOs RO VI
I. Subscription											
I.1	Newspaper	PCIC-RO	Direct contracting					CBAB	4,200.00	4,200.00	Local newspaper
J. Representation											
J.1	Catering Services	PCIC-RO	Negotiated Procurement or Shopping					CBAB	-		Catering services for various trainings. To be procured on a per scheduled trainings

Code (PAP)	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)
K. Lease of Venue													
K.1	Training / Workshop 1		PCIC-RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	-			Development Program for PCIC Employees
L. Professional Services													
L.1	Janitorial Services		PCIC-RO	Direct contracting	Within March	Within April	Within May	Within June	CBAB	540,000.00	540,000.00		
L.2	Security Services		PCIC-RO	Direct contracting	Within March	Within April	Within May	Within May	CBAB	204,000.00	204,000.00		
M. Repair and Maintenance													
M.1	Aircon Maintenance		PCIC-RO	Direct contracting & Shopping	Within July	Within July	Within August	Within August	CBAB	400,000.00	400,000.00		Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement (RO/PEO)
M.2	Repair & Maintenance of Office Equipment		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Preventive Maintenance of various office equipment
M.3	Repair and Maintenance of Motor Vehicle (As Needed)		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	2,000,000.00	2,000,000.00		Preventive Maintenance of 14-Motor Vehicle
M.4	Motor Vehicle Tires		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	500,000.00	500,000.00		Various sizes for 14-Motor Vehicles
M.5	Repair and Maintenance of IT Equipment and Peripherals		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	170,000.00	170,000.00		Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment													
N.1 Office Equipment & Accessories													
N.1.1	Aircon, Floor Mounted, 3TR Biometric Machine / Bundy		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	440,000.00		440,000.00	5 units(2 UNITS @ P80,00.00-SPLIT TYPE, 2 UNITS @ P120,000.00 FLOOR MOUNTED & 1 UNIT @ P40,000.00-WINDOW TYPE
N.1.2	Clock		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB				Finger Scanner
N.1.3	Electric Fan - Industrial or Stand		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	10,063.87	10,063.87		5 units @P2,400.00 each which shall be purchase on a per request basis
N.1.4	Facsimile Machine		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	14,133.60	14,133.60		3 units @P4,711.20 each which shall be purchase on a per request basis
N.1.6	Fire Extinguisher - Refilling		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	40,000.00	40,000.00		20 units @ P2,000.00
N.2 IT Equipment													

Code (PAP)	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)
N.2.1	Desktop Computer		PCIC-RO	Agency to Agency	As needed	As needed	As needed	As needed	CBAB	470,496.00		470,496.00	12 units @P39,208.00 each which shall be purchase on a per request basis based on PS Depot price
N.2.2	Laptop		PCIC-RO	Agency to Agency	As needed	As needed	As needed	As needed	CBAB	215,498.40		215,498.40	6 units @P35,916.40 each which shall be purchase on a per request basis based on PS Depot price
N.2.3	Printer, Dot Matrix		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	31,982.08	31,982.08		4 units @P7,995.52 each which shall be purchase on a per request basis based on PS Depot price
N.2.4	Photocopying Machines		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	170,000.00		170,000.00	2 units @ P85,000 each (Photocopier with Network Printing Capability and Scanning Function)
N.2.5	External Hard Drive, 1TB		PCIC-RO	Agency to Agency	As needed	As needed	As needed	As needed	CBAB	27,248.00	27,248.00		10 units @P2,724.80 each which shall be purchase on a per request basis based on PS Depot price
N.2.6	UPS (Single User)		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		10 units @P2,000.00 each which shall be purchase on a per request basis
N.2.7	Switch Hubs		PCIC-RO	Direct contracting & Shopping	As needed	As needed	As needed	As needed	CBAB	3,000.00	3,000.00		6 units @P500.00 each which shall be purchase on a per request basis
N.3 Furniture & Fixtures									CBAB	-			
N.3.1	Lateral Filing Cabinet, 3-drawers		PCIC-RO	PublicBidding or Shopping	As needed	As needed	As needed	As needed	CBAB	72,000.00		72,000.00	4 units @P18,000.00 each which shall be purchase on a per request basis
N.3.2	Lateral Filing Cabinet, 4-drawers		PCIC-RO	PublicBidding or Shopping	As needed	As needed	As needed	As needed	CBAB	80,000.00		80,000.00	10 units @P8,000.00 each which shall be purchase on a per request basis
N.3.3	Open Shelves, 5 layer		PCIC-RO	PublicBidding or Shopping	As needed	As needed	As needed	As needed	CBAB	120,000.00		120,000.00	20 units @P6,000.00 each which shall be purchase on a per request basis
N.3.4	Server Rack/Data Cabinet		PCIC-RO	PublicBidding or Shopping	As needed	As needed	As needed	As needed	CBAB	220,000.00		220,000.00	20 units @ P11,000.00to be purchase on request
N.3.5	Chair - Clerical		PCIC-RO	PublicBidding or Shopping	As needed	As needed	As needed	As needed	CBAB	160,000.00		160,000.00	32 units @P5,000.00 each which shall be purchase on a per request basis
N.3.6	Chair - Conference		PCIC-RO	PublicBidding or Shopping	As needed	As needed	As needed	As needed	CBAB	30,000.00		30,000.00	20 units @P1500.00 each which shall be purchase on a per request basis
N.3.7	Chair - Visitors		PCIC-RO	PublicBidding or Shopping	As needed	As needed	As needed	As needed	CBAB	40,000.00		40,000.00	20 units @P2000.00 each which shall be purchase on a per request basis
N.4 Motor Vehicles													
N.4.1	Motor Vehicles, 4-Wheeled Vehicle		PCIC-RO	PublicBidding or Shopping	For Schedule	For Schedule	For Schedule	For Schedule	CBAB				

Code (PAP)	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)
N 4.2	Motor Vehicles, Motorcycle		PCIC-RO	Public Bidding or Shopping	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units @ 100,000.00 each which shall be purchase on a per request basis
O. IT Software and Licenses													
O 1	Windows OS - Work Station		PCIC-RO	Negotiated Procurement - Direct contracting or Agency to Agency	As needed	As needed	As needed	As needed	CBAB	250,000.00	250,000.00		25 Licenses
O 2	Windows OS - Server		PCIC-RO	Negotiated Procurement - Direct contracting or Agency to Agency	As needed	As needed	As needed	As needed	CBAB	740,000.00	740,000.00		74 Licenses
P. Land and Land Improvement													
P 1	Land and Building Acquisition									-			
Q. Leasehold and Leasehold Improvement													
Q 1	Renovation of Additional Office Space		PCIC-RO	Direct contracting or Shopping	As needed	As needed	As needed	As needed		500,000.00	500,000.00		Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined
Q 2	Electrical Wirings and Works for Additional Office Space		PCIC-RO	Direct contracting or Shopping	As needed	As needed	As needed	As needed		100,000.00	100,000.00		Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined
Q 5	Modular Partition & Tables - Additional Office space		PCIC-RO	Direct contracting or Shopping	As needed	As needed	As needed	As needed		1,000,000.00		1,000,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined
R. Others													
R.1	Auditing Services - COA			Agency to Agency	N/A	N/A	N/A	N/A		900,000.00	900,000.00		
R.2	Fidelity Bond Premium			Agency to Agency	N/A	N/A	N/A	N/A		80,000.00	80,000.00		Regular and Job Hires
R.3	Insurance of FFE's			Agency to Agency	N/A	N/A	N/A	N/A		20,000.00	20,000.00		
R.4	Plane Tickets			Agency to Agency	N/A	N/A	N/A	N/A		200,000.00	200,000.00		GFA Allocation PAL 50,000 CEBU PAG 150,000
TOTAL										55,387,545.74	51,869,551.34	3,517,994.40	

Annual Procurement Plan for FY2019-Regional Office No. VII

A.1	Rice Subsidy		PCIC-RO	Thru Canvass Monthly	1st week of every month				CBAB	144,000.00	144,000.00		Rice allowance for 6 employees procured on a monthly basis in the amount of P12,000.00
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Code (PAP)	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)
A.2	Health Insurance (HMO)		PCIC-HO/RO	Undertaking by PCIC-HO						45,000.00	45,000.00	P7,500.00 premium for RO 7 -6 employees
B. Supplies and Materials												
B.1	Common Use Office Supplies		PCI- RO	Quarterly canvass	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	390,000.00	390,000.00	Items to be procured on quarterly basis
B.2	Common Electric Supplies		PCIC- RO	Quarterly canvass	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	120,000.00	120,000.00	Items to be procured on quarterly basis
B.3	Common Use Office Devices		PCIC- RO	Quarterly canvass	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	60,000.00	60,000.00	Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.4	Common Janitorial Supplies		PCIC-RO	Quarterly canvass	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	80,000.00	80,000.00	Items to be procured on quarterly basis
B.5	Common Electric Supplies		PCIC-RO	Quarterly canvass	As needed	As needed	N/A	As needed	CBAB	15,000.00	15,000.00	Various electrical supplies not available at PS-DBM to be procured on a per request basis.
B.6	Common Office Supplies		PCIC-RO	Quarterly canvass	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	200,000.00	200,000.00	Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment		PCIC-RO	Quarterly canvass	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00	Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies		PCIC-RO	Quarterly canvass	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00	Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials Supply of Fuel Oil and		PCIC- RO	Quarterly canvass	As needed	As needed	N/A	As needed	CBAB	30,000.00	30,000.00	Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis
B.10	Lubricants		PCIC-RO	Quarterly canvass	N/A	N/A	N/A	N/A	CBAB	288,000.00	288,000.00	Items to be procured on quarterly basis
C. Utilities												
C.1	Drinking Water Supply		PCIC- RO	Weekly procurement	Thru our approved supplier in the region				CBAB	73,200.00	73,200.00	Drinking water for PCIC RO employees/guests and visitors.
C.2	Water Supply		PCIC- RO	Direct Contracting	We avail the services of DBP where we have our office/to provide us water supply directly.				CBAB	37,500.00	37,500.00	Water Supply Consumption of PCIC
C.3	Electric/Power Supply		PCIC-RO	Direct Contracting	Our service provider is Visayan Electric Company, Inc. which is the only available in the region.				CBAB	975,000.00	975,000.00	Power Supply Consumption of PCIC

Code (PAP)	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)
D. Communication													
D.1	Postage and Courier Services	PCIC-RO	Shopping	As needed	As needed	N/A	As needed	CBAB	8,400.00	8,400.00		Express courier service	
D.2	Telephone Lines	PCIC-RO	Direct Contracting	Our service providers are PLDT and Innove Comm. Inc. which are available in the region				CBAB	260,000.00	260,000.00		PLDT/ INNOVE COMM. INC.	
D.3	Internet Lines - DSL	PCIC-RO	Direct Contracting	Our service provider is PLDT which is available in the area				CBAB	300,000.00	300,000.00		PLDT	
D.4	Internet - Satellite	PCIC-RO	Direct Contracting	NONE				CBAB	-			NONE	
D.5	Mobile Phone Lines	PCIC-RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	84,000.00	84,000.00		Text Blast - Smart	
E. Awards / Tokens													
E.1	Anniversary Souvenir	PCIC-RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	-				
F. Advertising													
F.1	Corporate Giveaways	PCIC- RO	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	CBAB	500,000.00	500,000.00		Give-aways for Christmas	
G. Printing, Risograph and Binding													
G.1	Certificate of Insurance Cover, Corn	PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	-				
H. Rent													
H.1	Office Space	PCIC- RO	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	2,676,000.00	2,676,000.00		Office rental at 3rd /2nd flrs.DBP	
H.1.1	Office Space	PCIC- RO	Agency-to-Agency	N/A	N/A	N/A	N/A	CBAB	1,110,000.00	1,110,000.00		PEO- Office rentals- 2 in Bohol and PEO- Office rentals- 2 in Negros including PEO- Siquijor	
I. Subscription													
I.1	Newspaper	PCIC- RO	Shopping					CBAB	10,000.00	10,000.00		Various newspaper	
J. Representation													
J.1	Catering Services	PCIC-RO	Shopping					CBAB	312,000.00	312,000.00		Catering services for various trainings. To be procured on a per scheduled trainings	
K. Lease of Venue													
K.1	Training / Workshop 1	PCIC-HO/RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	30,000.00	30,000.00		Cultural and Athletic	
L. Professional Services													

Code (PAP)	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)
L.1	Janitorial Services		PCIC- RO	Public Bidding	Within March	Within April	Within May	Within June	CBAB	369,600.00	369,600.00		NONE
L.2	Security Services		PCI- RO	None					CBAB	-	-		DBP Security guards on duty 24/7
M. Repair and Maintenance													
M.1	Aircon Maintenance		PCIC- RO	Shopping	Every Quarter				CBAB	48,400.00	48,400.00		Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
M.2	Pest Control Preventive Maintenance		PCIC- RO	None	As needed	As needed	As needed	As needed	CBAB	6,000.00	6,000.00		Eradication of crawling and flying insects;
M.3	Repair & Maintenance of Office Equipment		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00		Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle (As Needed)		PCIC-RO	Shopping	As needed	As needed	As needed	As needed	CBAB	204,000.00	204,000.00		Preventive Maintenance of 10-Motor Vehicle
M.5	Motor Vehicle Tires		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	72,000.00	72,000.00		Various sizes for 10-Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment													
N.1 Office Equipment & Accessories													
N.1.1	Aircon, Floor Mounted, 3TR		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	90,000.00		90,000.00	2units- aircon 2nd- flr. Replacement
N.1.4	Facsimile Machine		PCIC- RO	Shopping	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	15,000.00	15,000.00		2 units @P7,500.00 each which shall be purchase on a per request basis
N.1.6	Fire Extinguisher - Refilling		PCIC-RO	Shopping	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	9,500.00	9,500.00		purchased 3 units/ 4 refilled
N.2 IT Equipment													
N.2.1	Desktop Computer		PCIC- RO	Shopping	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	960,000.00		960,000.00	16 units @P60,000.00each which shall be purchased on a per request basis
N.2.2	Laptop		PCIC- RO	Shopping	Thru our approved suppliers in the region and some are to be procured at Procurement Services.				CBAB	275,000.00		275,000.00	5 units @P55,000.00 each which shall be purchased on a per request basis
N.2.3	Printer, Laserjet, Mono		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	2 units @P30,000.00 each which shall be purchase on a per request basis
N.2.4	Printer, Laserjet, Colored		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	180,000.00		180,000.00	3 units @P60,000.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N.2.5	Photocopying Machines for		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	140,000.00		140,000.00	Photocopier with Network Printing Capability and Scanning Function
N.2.6	External Hard Drive, 1TB		PCIC-RO	Shopping	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00		5units at P6,000.00
N.2.7	UPS (Auto Shutdown)		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	36,000.00	36,000.00		8 units
N.2.8	Wireless N Gigabit Router		PCIC-RO	Shopping	As needed	As needed	As needed	As needed	CBAB	6,000.00	6,000.00		1 unit
N.3 Furniture & Fixtures									CBAB	-			
N.3.1	Lateral Filing Cabinet, 3-drawers		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	75,000.00		75,000.00	5 units @P15,000.00 each which shall be purchase on a per request basis
N.3.2	Lateral Filing Cabinet, 4-drawers		PCIC-RO	Shopping	As needed	As needed	As needed	As needed	CBAB	750,000.00		750,000.00	5 units @P15,000.00 each which shall be purchase on a per request basis
N.3.3	Chair - Clerical		PCIC-RO	Shopping	As needed	As needed	As needed	As needed	CBAB	150,000.00	150,000.00		25 units @P6,000.00 each which shall be purchase on a per request basis
N.3.4	Table Conference		PCIC-RO	Shopping	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		1 unit- 10 seaters
N.3.5	Chair - Conference		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00		10units @6,000.00 each which shall be purchase on a per request basis
N.3.6	Chair - Visitors		PCIC- RO	Shopping	As needed	As needed	As needed	As needed	CBAB	40,000.00	40,000.00		10units @ 4,000.00each which shall be purchase on a per request basis
N.4 Motor Vehicles													
N.4.1	Motor Vehicles, 4-Wheeled Vehicle		PCIC-HO/RO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	-			
N.4.2	Motor Vehicles, Motorcycle		PCIC- RO	Shopping	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units
O. IT Software and Licenses													
O.1	Windows OS - Work Station		PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		-			
P. Land and Land Improvement													
P.1	Land and Building Acquisition		PCIC-RO	Lot donation						0		-	
Q. Leasehold and Leasehold Improvement													
Q.1	Renovation of Additional Office Space		PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		-			Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines
R. Others													
R.1	Fidelity Bond Premium			Agency to Agency	N/A	N/A	N/A	N/A		-			

Code (PAP)	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)
R.2	Insurance of FFE's			Agency to Agency	N/A	N/A	N/A	N/A		-			
TOTAL										12,134,600.00	9,104,600.00	3,030,000.00	

Annual Procurement Plan for FY 2019 - Regional Office No. 8

A. Incentive/Allowance													
A.1	Rice Subsidy	PCIC - RO8	Negotiated Procurement - SVP 53.9	within 1st week of each month	2nd week of each month	2nd week of each month	2nd week of each month	CBAB	12,000.00	12,000.00			Rice Allowance for 6-entitled employees- to be procured every month with ABC of Php12,000.00.
A.2	Health Insurance (HMO)	PCIC - RO8	Public Bidding at HO	Based on HO schedule				CBAB	30,000.00	30,000.00			HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials													
B.1	Common Use Office Supplies	PCIC - RO8	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	-				Items to be procured on quarterly basis
B.2	Common Electric Supplies	PCIC - RO8	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	-				Items to be procured on quarterly basis
B.3	Common Use Office Devices	PCIC - RO8	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	-				Items to be procured on quarterly basis
B.4	Common Janitorial Supplies	PCIC - RO8	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	-				Items to be procured on quarterly basis
B.5	Common Electric Supplies	PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	-				Various electrical supplies not available at PS-DBM to be procured on a per request basis.
Various office supplies and consumables not available at PS-DBM to be procured on a per request basis													
B.6	Common Office Supplies	PCIC - RO8	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	-				Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment	PCIC - RO8	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	-				Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Supply of Fuel Oil and Lubricants	PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	150,000.00	150,000.00			Procured on per request basis
C. Utilities													
C.1	Drinking Water Supply	PCIC - RO8	Negotiated Procurement - Small Value	As needed	As needed	N/A	N/A	CBAB	36,000.00	36,000.00			Drinking water for PCIC RO Employees & Guests

Code (PAP)	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)
C.2	Water Supply		PCIC - RO8	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	294,000.00	294,000.00		Water Supply Consumption of PCIC
C.3	Electric/Power Supply		PCIC - RO8	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	1,044,000.00	1,044,000.00		Power Supply Consumption of PCIC
D. Communication													
D.1	Postage and Courier Services		PCIC - RO8	Shopping	As needed	As needed	N/A	As needed	CBAB	13,500.00	13,500.00		Express courier service
D.2	Telephone Lines		PCIC - RO8	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	250,000.00	250,000.00		PLDT
D.3	Internet Lines		PCIC - RO8	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	298,000.00	298,000.00		Globe
D.5	Mobile Phone Lines		PCIC - RO8	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	80,000.00	80,000.00		Text Blast - Smart
E. Awards / Tokens													
E.1	Anniversary Souvenir		PCIC - RO8	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	350,000.00	350,000.00		
E.2	Plaques for Service Awardees		PCIC - RO8	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		
F. Advertising													
F.1	Publication/Posting of Notices to Newspaper		PCIC - RO8	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	16,000.00	16,000.00		
F.2	Corporate Giveaways		PCIC - RO8	Negotiated Procurement - Small Value	Within November	Within November	Within November	Within November	CBAB	500,000.00	500,000.00		
F.3	PCIC Audio Visual Presentation		PCIC - RO8	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	10,000.00	10,000.00		
G. Printing, Risograph and Binding													
G.1	Certificate of Insurance Cover, Corn		PCIC - RO8	Public Bidding at HO	Within January	Within February	Within February	Within February	CBAB	200,000.00	200,000.00		
G.2	Certificate of Insurance Cover, Palay		PCIC - RO8	Public Bidding at HO	Within January	Within February	Within February	Within February	CBAB	200,000.00	200,000.00		
G.3	PCIC Office Form - Letterhead		PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		
G.4	Brochure - High Value Insurance		PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00		

Code (PAP)	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)
G.5	Brochure - Rice Crop Insurance	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.6	Brochure - Crop Insurance for Corn	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.7	Brochure - Loan Payment Protection Plan	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.8	Brochure - Agricultural Producers Protection Plan	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.9	Brochure - Livestock Insurance Program	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.10	Brochure - Accidental & Dismemberment	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.11	Brochure - General Information	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00	
G.12	Brochure - HVCC	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.13	Brochure - Non Crop Insurance	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.14	Brochure - APCP	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.15	Brochure - RSBSA	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.16	Brochure - Sikat Saka	PCIC - RO8	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.17	Annual Report	PCIC - RO8	Negotiated Procurement - SVP	Within July	Within July	Within July	Within August	CBAB	10,000.00	10,000.00	
G.18	Corporate Calendar	PCIC - RO8	Negotiated Procurement - SVP	Within October	Within October	Within October	Within October	CBAB	350,000.00	350,000.00	
G.19	Stock Card	PCIC - RO8	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.20	Property Card	PCIC - RO8	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	
G.21	Continuous Check	PCIC - RO8	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	800,000.00	800,000.00	
H. Rent											
H.1	Office Space	PCIC - RO8	Direct Contracting	N/A	N/A	N/A	N/A	CBAB	3,000,000.00	3,000,000.00	Office Space Rental have been renewed every end of contract
I. Subscription											
I.1	Newspaper	PCIC - RO8	Negotiated Procurement - SVP					CBAB	21,600.00	21,600.00	Various newspaper
J. Representation											

Code (PAP)	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)
J.1	Catering Services		PCIC - RO8	Negotiated Procurement - SVP 53.9					CBAB	500,000.00	500,000.00		Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue													
K.1	Training / Workshop 1		PCIC - RO8	Negotiated Procurement - Agency to Agency	As Needed	As Needed	As Needed	As Needed	CBAB	100,000.00	100,000.00		Development Program for PCIC Employees
K.2	Training / Workshop 2		PCIC - RO8	Negotiated Procurement - Agency to Agency	As Needed	As Needed	As Needed	As Needed	CBAB	100,000.00	100,000.00		Development Program for PCIC Employees
K.3	Training / Workshop 3		PCIC - RO8	Negotiated Procurement - Agency to Agency	As Needed	As Needed	As Needed	As Needed	CBAB	100,000.00	100,000.00		Development Program for PCIC Employees
K.4	Training / Workshop 4		PCIC - RO8	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	100,000.00	100,000.00		Development Program for PCIC Employees
K.5	Training / Workshop 5		PCIC - RO8	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	100,000.00	100,000.00		Development Program for PCIC Employees
L. Professional Services													
L.2	Security Services		PCIC - RO8	Public Bidding	Within May	Within May	Within May	Within May	CBAB	650,000.00	650,000.00		
M. Repair and Maintenance													
M.1	Aircon Maintenance		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	75,000.00	75,000.00		Quarterly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
M.3	Repair & Maintenance of Office Equipment		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	75,000.00	75,000.00		Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle (As Needed)		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	300,000.00	300,000.00		Preventive Maintenance of 9-Motor Vehicle
M.5	Motor Vehicle Tires		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Various sizes for 9-Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment													
N.1 Accessories													
N.1.2	Biometric Machine / Bundy Clock		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	36,000.00	-	36,000.00	Finger Scanner
N.1.3	Electric Fan - Industrial or Stand		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	12,000.00		12,000.00	5 units @P2,400.00 each which shall be purchase on a per request basis
N.1.4	Facsimile Machine		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	15,000.00		15,000.00	2 units @P7,500.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N 1.6	Fire Extinguisher - Refilling		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	22,500.00	22,500.00		
N.2	IT Equipment								CBAB	-			
N 2.1	Desktop Computer		PCIC - RO8	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	396,000.00		396,000.00	6 units @P66,000.00 each which shall be purchase on a per request basis
N 2.2	Laptop		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	231,000.00		231,000.00	3 units @P77,000.00 each which shall be purchase on a per request basis
N 2.5	Printer, Dot Matrix		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	15,000.00		15,000.00	1 unit - Wide Dot Matrix Printer
N 2.6	Printer, Laserjet, Mono		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	60,000.00		60,000.00	2 units @P30,000.00 each which shall be purchase on a per request basis
N 2.7	Printer, Laserjet, Colored		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	180,000.00		180,000.00	3 units @P60,000.00 each which shall be purchase on a per request basis
N 2.9	External Hard Drive, 1TB		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		
N 2.11	UPS (Auto Shutdown)		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		
N 2.12	UPS (Single User)		PCIC - RO8	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00		
N.3	Furniture & Fixtures								CBAB	-			
N 3.2	Lateral Filing Cabinet, 4-drawers		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	105,000.00		105,000.00	6 units @P17,500.00 each which shall be purchase on a per request basis
N 3.3	Open Shelves, 5 layer		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	105,000.00		105,000.00	7 units @P15,000.00 each which shall be purchase on a per request basis
N 3.4	Server Rack/Data Cabinet		PCIC - RO8	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	15,000.00		15,000.00	1 unit to be purchase on request
N.4	Motor Vehicles												
N 4.1	Motor Vehicles, Motorcycle		PCIC - RO8	Negotiated Procurement - SVP 53.9	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units
O. IT Software and Licenses													
O 4	Anti Virus		PCIC - RO8	Negotiated Procurement - SVP 53.9	For Schedule	For Schedule	For Schedule	For Schedule		75,000.00	75,000.00		1 per computer
P. Land and Land Improvement													

Code (PAP)	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)
P.1	Land and Building Acquisition		PCIC - RO8							-			
Q.	Leasehold and Leasehold Improvement									-			
Q.5	Modular Partition & Tables - Additional Office space		PCIC - RO8	Public bidding at HO	For Schedule	For Schedule	For Schedule	For Schedule		1,800,000.00		1,800,000.00	
R. Others													
R.1	Auditing Services - COA		PCIC - RO8	Agency to Agency	N/A	N/A	N/A	N/A		1,000,000.00	1,000,000.00	-	
R.2	Fidelity Bond Premium		PCIC - RO8	Agency to Agency	N/A	N/A	N/A	N/A		50,000.00	50,000.00		
R.3	Insurance of FFE's			Agency to Agency	N/A	N/A	N/A	N/A		-			
R.4	Plane Tickets			Agency to Agency	N/A	N/A	N/A	N/A		300,000.00	300,000.00		
GRAND TOTAL										15,092,600.00	11,622,600.00	3,470,000.00	

Annual Procurement Plan for FY 2019 - Regional Office No. 9

Code (PAP)	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	
A. Incentive/Allowance													
A.1	Rice Subsidy		PCIC - RO	Negotiated Procurement - SVP 53.9					COB	216,000.00	216,000.00		Rice Allowance for 11-entitled employees- to be procured every
A.2	Health Insurance (HMO)		PCIC - HO/RO	Public Bidding	1st week of April	1st week of May	2nd week of May	2nd week of May	COB	67,500.00	67,500.00		HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials													
B.1	Common Use Office Supplies		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	-			
B.2	Common Electric Supplies		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	-			
B.3	Common Use Office Devices		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	69,640.00	69,640.00		No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis
B.4	Common Janitorial Supplies		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	-			

Code (PAP)	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)
B.5	Common Electric Supplies	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	4,480.00	4,480.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.6	Common Office Supplies	PCIC - RO	Negotiated - SVP 53.9 /Direct Contracting,or Shopping	As needed	As needed	N/A	As needed	COB	358,752.00	358,752.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.7	Common Office Devices & Equipment	PCIC - RO	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	COB	898,400.00	898,400.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.8	Janitorial Supplies	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	COB	46,160.00	46,160.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.9	Carpentry/Painting/Office Maintenance Materials	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	-	-	
B.10	Supply of Fuel Oil and Lubricants	PCIC - RO	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	COB	582,000.00	582,000.00	
B.11	Electrical Equipment & Supplies	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	As needed	As needed	COB	129,000.00	129,000.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.12	Lighting, Fixture and Accessories	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	As needed	As needed	COB	20,000.00	20,000.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.13	Computer Supplies/Consumables	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	As needed	As needed	COB	65,600.00	65,600.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.14	Computer Supplies	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	As needed	As needed	COB	924,400.00	924,400.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.15	Office Supplies (Book/Bond Paper)	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	As needed	As needed	COB	1,011,000.00	1,011,000.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.16	Office Supplies (Newsprint/Whitewoove)	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	As needed	As needed	COB	408,000.00	408,000.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
B.17	File Organizer	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	As needed	As needed	COB	12,000.00	12,000.00	No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
C. Utilities											
C.1	Drinking Water Supply	PCIC - RO	Negotiated Procurement - Small Value	1st week of May	2nd week of May	3rd week of May	Last week of May	COB	36,000.00	36,000.00	
C.2	Water Supply	PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				COB	36,000.00	36,000.00	

Code (PAP)	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)
C.3	Electric/Power Supply		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	984,000.00	984,000.00		
D. Communication													
D.1	Postage and Courier Services		PCIC - RO	Shopping	As needed	As needed	N/A	As needed	COB	50,400.00	50,400.00		
D.2	Telephone Lines		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	30,000.00	30,000.00		
D.3	Internet Lines -		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	770,400.00	770,400.00		PLDT/Globe/Smart
D.4	Internet - Satellite		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				COB	-			
D.5	Mobile Phone Lines		PCIC - RO	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	69,600.00	69,600.00		
E. Awards / Tokens													
E.1	Anniversary Souvenir		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	-			
E.2	Plaques for Service Awardees		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	-			
F. Advertising									COB				
F.1	Publication/Posting of Notices to Newspaper		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	30,000.00	30,000.00		
F.2	Corporate Giveaways		PCIC - RO	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	COB	500,000.00	500,000.00		
F.3	PCIC Audio Visual Presentation		PCIC - RO	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	-			
G. Printing, Risograph and Binding													
G.1	Certificate of Insurance Cover, Corn		PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	COB	-			
G.2	Certificate of Insurance Cover, Palay		PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	COB	-			
G.3	PCIC Office Form - Letterhead		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	-			

Code (PAP)	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)
G.4	Brochure - High Value Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	-		
G.5	Brochure - Rice Crop Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.6	Brochure - Crop Insurance for Corn	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.7	Brochure - Loan Payment Protection Plan	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.8	Brochure - Agricultural Producers Protection Plan	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.9	Brochure - Livestock Insurance Program	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.10	Brochure - Accidental & Dismemberment	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.11	Brochure - General Information	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	-		
G.12	Brochure - HVCC	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.13	Brochure - Non Crop Insurance	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.14	Brochure - APCP	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.15	Brochure - RSBSA	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	On a per request basis
G.16	Brochure - Sikat Saka	PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	-		
G.17	Annual Report	PCIC-HO/RO	Negotiated Procurement - SVP	Within July	Within July	Within July	Within August	COB	-		
G.18	Corporate Calendar	PCIC-HO/RO	Negotiated Procurement - SVP	Within October	Within October	Within October	Within October	COB	-		
G.19	Stock Card	PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	COB			
G.20	Property Card	PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	COB	-		
G.21	Continuous Check	PCIC-HO/RO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	COB	270,000.00	270,000.00	
H. Rent											
H.1	Office Space	PCIC - RO	Agency-to-Agency	N/A	N/A	N/A	N/A	COB	1,520,376.00	1,520,376.00	
I. Subscription											
I.1	Newspaper	PCIC - RO	Negotiated Procurement - SVP					COB	7,200.00	7,200.00	
J. Representation											

Code (PAP)	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)
J.1	Catering Services		PCIC - RO	Negotiated Procurement - SVP 53.9					COB	72,000.00	72,000.00	
K. Lease of Venue												
K.1	Training / Workshop 1		PCIC - RO	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	COB	-		
L. Professional Services												
L.1	Janitorial Services		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	186,000.00	186,000.00	
L.2	Security Services		PCIC - RO	Public Bidding	Within March	Within April	Within May	Within May	COB	516,000.00	516,000.00	
L.3	Consultancy Services		PCIC - RO	Negotiated Procurement - SVP 53.9	As Needed	As Needed	As Needed	As Needed	COB	-		
M. Repair and Maintenance												
M.1	Aircon Maintenance		PCIC - RO	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	COB	-		
M.2	Pest Control Preventive Maintenance		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	12,000.00	12,000.00	
M.3	Repair & Maintenance of Office Equipment		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	130,000.00	130,000.00	
M.4	Repair and Maintenance of Motor Vehicle (As Needed)		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	212,000.00	212,000.00	
M.5	Motor Vehicle Tires		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	288,000.00	288,000.00	
M.6	Repair and Maintenance of IT Equipment and Peripherals		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	-		
N. Furniture, Fixtures & Equipment												
Office Equipment & Accessories												
N.1												
N.1.1	Aircon, Floor Mounted, 3TR		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	-		
N.1.2	Biometric Machine / Bundy Clock		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00	1 unit @ P 15,000.00
N.1.3	Camera - CCTV		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	208,000.00	208,000.00	For the proposed PCIC RO IX Bldg located at the Pagadian City Regional Center Site
N.1.4	Camera Battery Kit		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	8,000.00	8,000.00	
N.1.5	Camera - Tripod		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	8,000.00	8,000.00	

Code (PAP)	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)
N.1.6	Camera - Projector Screen	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	40,000.00	40,000.00		4 units @ P 10,000.00/unit
N.1.7	Fire Extinguisher - Refilling	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00		5 units @ P 3,000.00/unit
N.1.8	Heavy Duty Paper Ream Cutter	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	15,000.00		15,000.00	1 unit @ P 15,000.00
N.1.9	Heavy Duty Push Cart	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	15,000.00		15,000.00	1 unit @ P 15,000.00
N.1.10	Water Dispenser	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	25,000.00	25,000.00		5 units @ P 5,000.00/unit
N.2	IT Equipment								-			
N.2.1	Desktop Computer	PCIC - RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	COB	1,650,000.00		1,650,000.00	25 units @P66,000.00 each which shall be purchase on a per request basis
N.2.2	Laptop	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	154,000.00		154,000.00	2 units @P77,000.00 each which shall be purchase on a per request basis
N.2.3	Photocopying Machines for	PCIC - RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	100,000.00		100,000.00	2 units Photocopier @ P 50,000.00 per unit
N.2.4	Switch Hubs	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	120,000.00	120,000.00		For the proposed PCIC RO IX Bldg. located at the Pagadian City Regional Center Site
N.2.5	CAT6 LAN/Network Cable	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	150,000.00	150,000.00		For the proposed PCIC RO IX Bldg. located at the Pagadian City Regional Center Site
N.2.6	RJ45 LAN Terminal	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	21,000.00	21,000.00		For the proposed PCIC RO IX Bldg. located at the Pagadian City Regional Center Site
N.2.7	Network Peripherals	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	71,500.00	71,500.00		For the proposed PCIC RO IX Bldg. located at the Pagadian City Regional Center Site
N.2.8	Storage Devices	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	30,800.00	30,800.00		
N.2.9	UPS Battery Replacement	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	30,000.00	30,000.00		20 units @ P 1,500.00 per unit shall be purchased on a per request basis
N.2.10	Smart UPS 3,000VA	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	240,000.00		240,000.00	3 units @ P 80,000.00 per unit for the proposed PCIC RO IX Bldg.
N.2.11	Keyboard USB Type	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	12,000.00	12,000.00		20 pcs. @ P 600.00 per unit shall be purchased on a per request basis

Code (PAP)	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)
N.3 Furniture & Fixtures												
N.3.1	Lateral Filing Cabinet, 3-drawers	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	-			
N.3.2	Lateral Filing Cabinet, 4-drawers	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	200,000.00	200,000.00	-	20 units @P10,000.00 each which shall be purchase on a per request basis
N.3.3	Table - Computer	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	87,500.00		87,500.00	25 units @P3,500.00 each which shall be purchase on a per request basis
N.3.4	Table - Executive	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	75,000.00		75,000.00	5 units @ P15,000.00 each on a per request basis
N.4 Motor Vehicles												
N.4.1	Motor Vehicles, 4-Wheeled Vehicle	PCIC-HO/RO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	-			
N.4.2	Motor Vehicles, Motorcycle	PCIC-HO	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units @ P 100,000.00 per unit to be purchased subject to the approval of PCIC H.O.
O. IT Software and Licenses												
O.1	Windows OS - Work Station	PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		-			182 Licenses
P. Land and Land Improvement												
P.1	Construction of the Proposed PCIC RO IX Bldg.	PCIC - RO	Public Bidding						25,000,000.00		25,000,000.00	For the proposed PCIC RO IX Bldg.
P.2	Land Fence	PCIC - RO	Public Bidding						3,000,000.00		3,000,000.00	For the proposed PCIC RO IX Bldg.
P.3	Aircon, Water Tank, Open Shelves and other equipment needed	PCIC - RO							2,076,000.00		2,076,000.00	For the proposed PCIC RO IX Bldg.
Q. Leasehold and Leasehold Improvement												
Q.1	Renovation of Additional Office Space	PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		-			Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines
R. Others												
R.1	Auditing Services - COA		Agency to Agency	N/A	N/A	N/A	N/A		2,722,500.00	2,722,500.00		
R.2	Fidelity Bond Premium		Agency to Agency	N/A	N/A	N/A	N/A		30,000.00	30,000.00		
R.3	Insurance of FFE's		Agency to Agency	N/A	N/A	N/A	N/A		60,000.00	60,000.00		
R.4	Plane Tickets		Agency to Agency	N/A	N/A	N/A	N/A		-			

Code (PAP)	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)
R.5	Generator Set		PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	1,000,000.00		1,000,000.00	located at the Pagadian City Regional Center Site
TOTAL										48,362,208.00	14,226,708.00	34,135,500.00	

Annual Procurement Plan for FY 2019 - Region 10

Code (PAP)	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	
A. Incentive/Allowance													
A.1	Rice Subsidy		PCIC - X	Shopping/ Negotiated Procurement	1st week of the month	1st week of the month	1st week of the month	1st week of the month	CBAB	120,000.00	120,000.00		employees- to be procured every month with ABC of Php 10,000.00
B. Supplies and Materials													
B.1	Common Use Office Supplies		PCIC - X	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	1,158,314.28	1,158,314.28		Items to be procured on quarterly basis
B.2	Common Electric Supplies		PCIC - X	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	7,975.80	7,975.80		Items to be procured on quarterly basis
B.3	Common Use Office Devices		PCIC - X	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	2,025,760.86	2,025,760.86		Items to be procured on quarterly basis
B.4	Common Janitorial Supplies		PCIC - X	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	37,993.16	37,993.16		Items to be procured on quarterly basis
B.5	Common Electric Supplies		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	56,400.00	56,400.00		Various electrical supplies not available at PS-DBM to be procured on a per request basis. Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.6	Common Office Supplies		PCIC - X	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	451,400.00	451,400.00		
B.7	Common Office Devices & Equipment		PCIC - X	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies		PCIC - X	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	25,000.00	25,000.00		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis

Code (PAP)	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)
B.9	Carpentry/Painting/Office Maintenance Materials		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	100,000.00	100,000.00		Materials not available at PS-DBM to be procured on a per request basis
B.10	Supply of Fuel Oil and Lubricants		PCIC - X	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	785,000.00	785,000.00		Continuous contract with Fleet Card Provider
C. Utilities													
C.1	Drinking Water Supply		PCIC - X	Negotiated Procurement - Small Value	1st week of May	2nd week of May	3rd week of May	Last week of May	CBAB	50,000.00	50,000.00		Drinking water for PCIC HO Employees & Guests
C.2	Water Supply		PCIC - X	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				CBAB	75,000.00	75,000.00		Water Supply Consumption of PCIC
C.3	Electric/Power Supply		PCIC - X	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				CBAB	1,500,000.00	1,500,000.00		Power Supply Consumption of PCIC
D. Communication													
D.1	Postage and Courier Services		PCIC - X	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	40,000.00	40,000.00		Express courier service
D.2	Telephone Lines		PCIC - X	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	50,000.00	50,000.00		PLDT
D.3	Internet Lines - DSL		PCIC - X	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	650,000.00	650,000.00		PLDT
D.4	Internet - Satellite		PCIC - X	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				CBAB	-	-		PLDT
D.5	Mobile Phone Lines		PCIC - X	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	75,200.00	75,200.00		Text Blast - Smart
E. Awards / Tokens			PCIC - X	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		To be procured as needed
E.2	Plaques for Service Awardees		PCIC - X	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	20,000.00	20,000.00		To be procured as needed
F. Advertising													
F.1	Publication/Posting of Notices to Newspaper												
F.2	Corporate Giveaways		PCIC - X	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	CBAB	500,000.00	500,000.00		To be procured as needed
F.3	PCIC Audio Visual Presentation		PCIC - X	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	CBAB	50,000.00	50,000.00		To be procured as needed
G. Printing, Risograph and Binding													

Code (PAP)	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)
G.1	Brochure - High Value Insurance		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.2	Brochure - Rice Crop Insurance		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.3	Brochure - Crop Insurance for Corn		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.4	Brochure - Loan Payment Protection Plan		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.5	Brochure - Agricultural Producers Protection Plan		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.6	Brochure - Livestock Insurance Program		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.7	Brochure - Accidental & Dismemberment		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.8	Brochure - General Information		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.9	Brochure - HVCC		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.10	Brochure - Non Crop Insurance		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	25,000.00	25,000.00	To be procured as needed
G.11	Stock Card		PCIC - X	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	To be procured as needed
G.12	Property Card		PCIC - X	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	To be procured as needed
G.13	Continuous Check		PCIC - X	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	300,000.00	300,000.00	To be procured as needed
H. Rent												
H.1	Office Space		PCIC-X & PEOs	Negotiated Procurement - Lease of Venue	N/A	N/A	N/A	N/A	CBAB	1,802,394.00	1,802,394.00	Office Space Rental at National Irrigation Administration
I. Subscription												
I.1	Newspaper		PCIC - X	Negotiated Procurement - SVP					CBAB	7,644.80	7,644.80	Various newspaper
J. Representation												
J.1	Catering Services											Budget for this is included in Lease of Venue
K. Lease of Venue												
K.1	Training / Workshop 1		PCIC - X	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	580,000.00	580,000.00	Development Program for PCIC Employees (GAD # 1) - includes catering services
K.2	Training / Workshop 2		PCIC - X	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	75,000.00	75,000.00	Development Program for PCIC Employees (RCAs' Training) - including catering services

Code (PAP)	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)
K.3	Training / Workshop 3		PCIC - X	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	75,000.00	75,000.00		Development Program for PCIC Employees (IU 's Training) - includes catering services
K.4	Training / Workshop 4		PCIC - X	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	150,000.00	150,000.00		Development Program for PCIC Employees (Regional Conference #1) - includes catering services
K.5	Training / Workshop 5		PCIC - X	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	150,000.00	150,000.00		Development Program for PCIC Employees (Regional Conference #2) - includes catering services
K.6	Training / Workshop 6		PCIC - X	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	185,000.00	185,000.00		Development Program for PCIC Employees (GAD # 2) - includes catering services
K.9	Training / Workshop 7		PCIC - X	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	CBAB	300,000.00	300,000.00		Cultural and Athletic - includes catering services
L. Professional Services													
L.1	Janitorial Services		PCIC - X	Negotiated Procurement-SVP	November - december 2018				CBAB	144,000.00	144,000.00		Procurement of 1 utility personnel
L.2	Security Services		PCIC - X	Negotiated Procurement-SVP	November - december 2018				CBAB	1,500,000.00	1,500,000.00		Procurement of security guards
L.3	Consultancy Services			Negotiated Procurement - SVP 53.9	As Needed				CBAB	100,000.00	100,000.00		To be procured as needed
M. Repair and Maintenance													
M.1	Aircon Maintenance		PCIC - X	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	CBAB	67,000.00	67,000.00		Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement
M.2	Pest Control Preventive Maintenance		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		Eradication of crawling and flying insects;
M.3	Repair & Maintenance of Office Equipment		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		Preventive Maintenance of various office equipment
M.4	Repair and Maintenance of Motor Vehicle (As Needed)		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	300,000.00	300,000.00		Preventive Maintenance of 10-Motor Vehicle
M.5	Motor Vehicle Tires		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	256,000.00	256,000.00		Various sizes for 4-Motor Vehicles at an average of P8000 per tire at 2 units per replacement 4 times/year
M.6	Repair and Maintenance of IT Equipment and Peripherals		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment													

Code (PAP)	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)
N.1	Office Equipment & Accessories												
N.1.1	Aircon, Floor Mounted, 3TR		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	750,000.00		750,000.00	5 units @P150,000.00 w/ Installation
N.1.2	Biometric Machine / Bundy Clock		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	-	-	-	
N.1.3	Electric Fan - Industrial or Stand		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	12,000.00	12,000.00	-	5 units @P2,400.00 each which shall be purchase on a per request basis
N.1.4	Facsimile Machine									-	-	-	
N.1.6	Fire Extinguisher - Refilling		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00	20,000.00	-	10 units @ P 2000.00 each which shall be purchased on a per request basis
N.1.7	Rice cooker - 40 cups capacity		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00		1 unit @ P 5,000
N.1.8	Refrigerator - 8 cu. Ft. inverter		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	25,000.00		25,000.00	1 unit @ P25000
N.1.9	Electric Airpot		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	3,500.00	3,500.00		1 unit @ P3,500
N.1.10	TV set - 40", android		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	35,000.00		35,000.00	1 unit @ P 35000
N.1.11	Vacuum Cleaner - heavy duty		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		1 unit @ P10,000
N.1.12	Portable Sound box		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	30,000.00	30,000.00		5 units @ P 6000 each
N.1.13	Generator Set		PCIC - X	Negotiated Procurement - SVP 53.9		January 2019			CBAB	500,000.00		500,000.00	1 unit @ P 500,000
N.2	IT Equipment								CBAB	-			
N.2.1	Desktop Computer		PCIC - X	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	1,320,000.00	-	1,320,000.00	20 units @P66,000.00 each which shall be purchase on a per request basis
N.2.2	Laptop		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	154,000.00	-	154,000.00	2 units @P77,000.00 each which shall be purchase on a per request basis
N.2.3	Notebook		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	55,000.00		55,000.00	2 units @P27,500.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N.2.4	Server									-	-	-	
N.2.5	Printer, Dot Matrix		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	210,000.00	-	210,000.00	6 units @P35000.00 each which shall be purchase on a per request basis
N.2.6	Printer, Laserjet, Mono		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	300,000.00		300,000.00	10 units @P30,000.00 each which shall be purchase on a per request basis
N.2.7	Printer, Laserjet, Colored		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	52,500.00		52,500.00	3 units @P17500.00 each which shall be purchase on a per request basis
N.2.8	Photocopying Machines for		PCIC - X	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	150,000.00	-	150,000.00	1 unit Photocopier with Network Printing Capability and Scanning Function
N.2.9	External Hard Drive, 1TB		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	36,000.00	36,000.00	-	6 units @P6000.00 each
N.2.10	UPS (Single User)		PCIC - X	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	CBAB	180,000.00	180,000.00	-	30 units @P6,000.00 each which shall be purchase on a per request basis
N.2.11	Wireless N Gigabit Router		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	40,000.00		40,000.00	2 units @P20,000.00 each which shall be purchase on a per request basis
N.2.12	Switch Hubs		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	20,000.00		20,000.00	1 unit @P20,000.00 which shall be purchase on a per request basis
N.2.13	CCTV Camera		PCIC - X	Negotiated Procurement - SVP 53.9						50,000.00		50,000.00	1 unit @ P 50,000.00 with installation
N.3 Furniture & Fixtures													
N.3.1	Lateral Filing Cabinet, 3-drawers		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00		150,000.00	10 units @P15,000.00 each which shall be purchase on a per request basis
N.3.2	Lateral Filing Cabinet, 4-drawers		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	300,000.00		300,000.00	20 units @P15,000.00 each which shall be purchase on a per request basis
N.3.3	Open Shelves, 5 layer		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	75,000.00		75,000.00	5 units @P15,000.00 each which shall be purchase on a per request basis
N.3.4	Server Rack/Data Cabinet		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	15,000.00		15,000.00	1 unit to be purchase on request
N.3.5	Chair - Clerical		PCIC - X	Negotiated Procurement - SVP 53.9	February 2019				CBAB	150,000.00	150,000.00		25 units @P6,000.00 each which shall be purchase on a per request basis
N.3.6	Chair - Executive		PCIC - X	Negotiated Procurement - SVP 53.9	February 2019				CBAB	170,000.00		170,000.00	10 units @P17,000.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N.3.7	Chair - Conference		PCIC - X	Negotiated Procurement - SVP 53.9	February 2019				CBAB	150,000.00		150,000.00	10 units @P15000.00 each which shall be purchase on a per request basis
N.3.8	Chair - Visitors		PCIC - X	Negotiated Procurement - SVP 53.9	February 2019				CBAB	80,000.00	80,000.00		20 units @P4000.00 each which shall be purchase on a per request basis
N.3.9	Executive Table		PCIC - X	Negotiated Procurement - SVP	February 2019				CBAB	50,000.00	50,000.00		5 units @ P 10,000 each
N.3.10	Staff Table		PCIC - X	Negotiated Procurement - SVP	February 2019				CBAB	60,000.00	60,000.00		10 units @ P 6,000 each
N.3.11	Kitchen Cabinet with Sink		PCIC - X	Negotiated Procurement - SVP	January 2019				CBAB	37,500.00	37,500.00		3 units @ P 12,500 each
N.3.12	Sala set with center table		PCIC - X	Negotiated Procurement - SVP	January 2019				CBAB	45,000.00		45,000.00	1 unit @ P 45,000
N.3.13	Gang chair - 4 seaters, large		PCIC - X	Negotiated Procurement - SVP	January 2019				CBAB	80,000.00	80,000.00		8 units @ P 10,000 each
N.3.14	Ladder - foldable		PCIC - X	Negotiated Procurement - SVP	January 2019				CBAB	5,000.00	5,000.00		1 unit @ P 5000
N.4 Motor Vehicles													
N.4.1	Motor Vehicles, 4-Wheeled Vehicle		PCIC - X	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	-			
N.4.2	Motor Vehicles, Motorcycle		PCIC - X	Negotiated Procurement - SVP	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units @ P100,000 each
O. IT Software and Licenses													
O.1	Windows OS - Work Station		PCIC - X	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed	CBAB	300,000.00		300,000.00	5 units @ P 60,000 each
O.2	Windows OS - Server									-			
O.3	Microsoft Office Licenses		PCIC - X	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed	CBAB	75,000.00		75,000.00	5 units @ P 15,000 each
O.4	Anti Virus									-			
P. Land and Land Improvement													
P.1	Land and Building Acquisition									-			
Q. Leasehold and Leasehold Improvement													
Q.1	Renovation of current and additional office space - electrical wirings, floor tiling, repainting of walls, install ceilings and plumbing works		PCIC - X	Public Bidding or Negotiated Procurement - SVP	January 2019				CBAB	5,000,000.00		5,000,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines

Code (PAP)	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)
	Modular Partition & Tables - current and additional office space		PCIC - X	Negotiated Procurement - SVP 53.9	January 2019				CBAB	1,500,000.00		1,500,000.00	Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines
R. Others													
R.1	Auditing Services - COA		PCIC - X	Agency to Agency	N/A	N/A	N/A	N/A	CBAB	2,000,000.00	2,000,000.00		1 year audit service
R.2	Fidelity Bond Premium		PCIC - X	Agency to Agency	N/A	N/A	N/A	N/A	CBAB	25,000.00	25,000.00		Renewal of 10 bonded officials and personnel
R.3	Insurance of FFE's									-			
R.4	Plane Tickets		PCIC - X	Agency to Agency	As needed	As needed	As needed	As needed	CBAB	495,000.00	495,000.00		Plane fares of PCIC-10 officers and staff on their various travels on air transport
R.5	Coaster / Bus Rental		PCIC - X	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		25,000.00	25,000.00		Hire of van for travel of PCIC top officials visiting PCIC-10
TOTAL										29,535,782.90	17,594,282.90	11,941,500.00	

Annual Procurement Plan for FY 2019 - Regional Office No. 11

Code (PAP)	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	
A. Incentive/Allowance													
A.1	Rice Subsidy		PCIC - RO XI	Shopping	1st week of the month	2nd week of the month	3rd week of the month	4th week of the month	COB	336,000.00	336,000.00		Rice Allowance for 9 - entitled employees- to be procured every month with ABC of Php18,000.00
A.2													HMO Premium of Php 7,500.00 per entitled employees
B. Supplies and Materials													
B.1	Common Use Office Supplies		PCIC - RO XI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				COB	334,986.24	334,986.24		Items to be procured on monthly basis
B.2	Common Electric Supplies		PCIC - RO XI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				COB	15,000.00	15,000.00		Items to be procured on quarterly basis
B.3	Common Use Office Devices		PCIC - RO XI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				COB	207,133.24	74,563.84	132,569.40	Items to be procured on quarterly basis

Code (PAP)	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)
B.4	Common Janitorial Supplies	PCIC - RO XI	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				COB	150,000.00	150,000.00		Items to be procured on quarterly basis	
B.5	Common Electric Supplies	PCIC - RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	10,500.00	10,500.00		Various electrical supplies not available at PS-DBM to be procured on a per request basis.	
B.6	Common Office Supplies	PCIC - RO XI	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	COB	1,500,000.00	1,500,000.00		Various office supplies and consumables not available at PS-DBM to be procured on a per request basis	
B.7	Common Office Devices & Equipment	PCIC - RO XI	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	COB	86,145.92	86,145.92		Various office devices & equipment not available at PS-DBM to be procured on a per request basis	
B.8	Janitorial Supplies	PCIC - RO XI	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	COB	24,000.00	24,000.00		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis	
B.9	Carpentry/Painting/Office Maintenance Materials	PCIC - RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	COB	600,000.00		600,000.00	Various Office Maintenance Materials not available at PS-DBM to be procured on a per request basis	
B.10	Supply of Fuel Oil and Lubricants	PCIC - RO XI	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	COB	870,000.00	870,000.00		Continuous contract with PA Gasoline Station	
C. Utilities													
C.1	Drinking Water Supply	PCIC - RO XI	Negotiated Procurement - Small Value	1st week of May	2nd week of May	3rd week of May	Last week of May	COB	30,000.00	30,000.00		Drinking water for PCIC RO & PEOs Employees & Guests	
C.2	Water Supply	PCIC - RO XI	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	10,000.00	10,000.00		Water Supply Consumption of RO & PEOs	
C.3	Electric/Power Supply	PCIC - RO XI	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				COB	575,000.00	575,000.00		Power Supply Consumption of RO & PEOs	
D. Communication													
D.1	Postage and Courier Services	PCIC - RO XI	Shopping	As needed	As needed	N/A	As needed	COB	60,000.00	60,000.00		Express courier service	
D.2	Telephone Lines	PCIC - RO XI	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	96,000.00	96,000.00		PLDT @ 8,000/mo. (RO & PEOs)	
D.3	Internet Lines - DSL	PCIC - RO XI	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	240,000.00	240,000.00		PLDT @ 20,000/mo.	
D.4	Internet - Satellite	PCIC - RO XI	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	408,000.00	408,000.00		NOW (Tablets of Adjusters) @ 34,000/mo	

Code (PAP)	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)
D.5	Mobile Phone Lines		PCIC - RO XI	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				COB	36,000.00	36,000.00		Text Blast - Smart @ 3,000/mo.
E. Awards / Tokens													
E.1	Anniversary Souvenir		PCIC - RO XI	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	25,000.00	25,000.00		
E.2	Plaques for Service Awardees		PCIC - RO XI	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	15,000.00	15,000.00		
F. Advertising													
F.1	Publication/Posting of Notices to Newspaper		PCIC - RO XI	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	-			
F.2	Corporate Giveaways		PCIC - RO XI	Negotiated Procurement - Small Value	Within October	Within October	Within November	Within November	COB	500,000.00	500,000.00		
F.3	PCIC Audio Visual Presentation		PCIC - RO XI	Negotiated Procurement - Small Value	As needed	As needed	N/A	As needed	COB	-			
G. Printing, Risograph and Binding													
G.1	Certificate of Insurance Cover, Corn		PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	40,000.00	40,000.00		requested from Head Office as the need arises
G.2	Certificate of Insurance Cover, Palay		PCIC-HO/RO	Public Bidding	Within January	Within February	Within February	Within February	CBAB	80,000.00	80,000.00		requested from Head Office as the need arises
G.3	PCIC Office Form - Letterhead		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	12,000.00	12,000.00		requested from Head Office as the need arises
G.4	Brochure - High Value Insurance		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.5	Brochure - Rice Crop Insurance		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.6	Brochure - Crop Insurance for Corn		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.7	Brochure - Loan Payment		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.8	Brochure - Agricultural Producers Protection Plan		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.9	Brochure - Livestock Insurance Program		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00		requested from Head Office as the need arises
G.10	Brochure - Accidental & Dismemberment		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.11	Brochure - General Information		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.12	Brochure - HVCC		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises
G.13	Brochure - Non Crop Insurance		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00		requested from Head Office as the need arises

Code (PAP)	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)
G.14	Brochure - APCP		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	requested from Head Office as the need arises
G.15	Brochure - RSBSA		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	10,000.00	10,000.00	requested from Head Office as the need arises
G.16	Brochure - Sikat Saka		PCIC-HO/RO	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	requested from Head Office as the need arises
G.17	Annual Report		PCIC-HO/RO	Negotiated Procurement - SVP	Within July	Within July	Within July	Within August	CBAB	15,000.00	15,000.00	requested from Head Office as the need arises
G.18	Corporate Calendar		PCIC-HO/RO	Negotiated Procurement - SVP	Within October	Within October	Within October	Within October	CBAB	50,000.00	50,000.00	requested from Head Office as the need arises
G.19	Stock Card		PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	3,000.00	3,000.00	requested from Head Office as the need arises
G.20	Property Card		PCIC-HO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	5,000.00	5,000.00	requested from Head Office as the need arises
G.21	Continuous Check		PCIC-HO/RO	Negotiated Procurement - Agency to Agency	As needed	As needed	As needed	As needed	CBAB	60,000.00	60,000.00	requested from Head Office as the need arises
H. Rent												
H.1	Office Space		PCIC-RO XI	Agency-to-Agency	N/A	N/A	N/A	N/A	COB	840,000.00	840,000.00	RO & PEOs @70,000/ mo.
I. Subscription												
I.1	Newspaper		PCIC-RO XI	Negotiated Procurement - SVP					COB	-		Various newspaper
J. Representation												
J.1	Catering Services		PCIC-RO XI	Negotiated Procurement - SVP 53.9					COB	350,000.00	350,000.00	Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue												
K.1	Training / Workshop 1		PCIC-RO XI	Negotiated Procurement - Lease of Venue	As Needed	As Needed	As Needed	As Needed	COB	450,000.00	450,000.00	Development Program for PCIC Employees
L. Professional Services												
L.1	Janitorial Services		PCIC-RO XI	Public Bidding	Within March	Within April	Within May	Within June	COB	132,000.00	132,000.00	1 JO @ 11,000/mo
L.2	Security Services		PCIC-RO XI	Public Bidding	Within March	Within April	Within May	Within May	COB	504,000.00	504,000.00	3 SG @ 14,000/mo
M. Repair and Maintenance												
M.1	Aircon Maintenance		PCIC-RO XI	Negotiated Procurement - SVP 53.9	Within July	Within July	Within August	Within August	COB	36,000.00	36,000.00	Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for replacement

Code (PAP)	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)
M.2	Pest Control Preventive Maintenance	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	-			Eradication of crawling and flying insects;
M.3	Repair & Maintenance of Office Equipment	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	36,000.00	36,000.00		Preventive Maintenance of various office equipment @ 3,000/mo.
M.4	Repair and Maintenance of Motor Vehicle (As Needed)	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	450,000.00	450,000.00		Preventive Maintenance of 4 wheeled MV and 7 MC
M.5	Motor Vehicle Tires	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	150,000.00	150,000.00		Various sizes for 11-Motor Vehicles
M.6	Repair and Maintenance of IT Equipment and Peripherals	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	60,000.00	60,000.00		Maintenance & Repair of various IT Equipment @ 5,000/mo.
N. Furniture, Fixtures & Equipment												
N.1 Office Equipment & Accessories												
N.1.1	Aircon, Floor Mounted, 3TR	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	240,000.00		240,000.00	3 units @P80,000.00 w/ Installation
N.1.2	Biometric Machine / Bundy Clock	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	80,000.00		80,000.00	2 units Finger Scanner for RO & PEO
N.1.3	Electric Fan - Industrial or Stand	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	12,000.00	12,000.00		5 units @P2,400.00 each which shall be purchase on a per request basis
N.1.4	Facsimile Machine	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	15,000.00	15,000.00		2 units @P7,500.00 each which shall be purchase on a per request basis
N.1.6	Fire Extinguisher - Refilling	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	27,000.00	27,000.00		6 units @ 4,500 each for RO & PEOs
N.2 IT Equipment												
N.2.1	Desktop Computer	PCIC-RO XI	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	COB	450,000.00		450,000.00	10 units @P45,000.00 each which shall be purchase on a per request basis
N.2.2	Laptop	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	180,000.00		180,000.00	3 units @P60,000.00 each which shall be purchase on a per request basis
N.2.3	Notebook	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	82,500.00		82,500.00	3 units @P27,500.00 each which shall be purchase on a per request basis
N.2.4	Server	PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	120,000.00		120,000.00	1 unit - Mid Range Server

Code (PAP)	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)
N.2.5	Printer, Dot Matrix		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	80,000.00		80,000.00	1 unit - Wide Dot Matrix Printer
N.2.6	Printer, Laserjet, Mono		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	60,000.00		60,000.00	2 units @P30,000.00 each which shall be purchase on a per request basis
N.2.7	Printer, Laserjet, Colored		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	180,000.00		180,000.00	3 units @P60,000.00 each which shall be purchase on a per request basis
N.2.8	Photocopying Machines for		PCIC-RO XI	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	COB	180,000.00		180,000.00	Photocopier with Network Printing Capability and Scanning Function
N.2.9	External Hard Drive, 1TB		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	6,000.00	6,000.00		1 units @P6000.00 each
N.2.10	External Hard Drive, 2TB		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	22,000.00	22,000.00		2 units @P11000.00 each
N.2.11	UPS (Auto Shutdown)		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	-			
N.2.12	UPS (Single User)		PCIC-RO XI	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed	COB	99,000.00		99,000.00	3 units @P33,000.00 each which shall be purchase on a per request basis
N.2.13	Wireless N Gigabit Router		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	40,000.00	40,000.00		2 units @P20,000.00 each which shall be purchase on a per request basis
N.2.14	Switch Hubs		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	20,000.00		20,000.00	1 unit @P20,000.00 each which shall be purchase on a per request basis
N.3 Furniture & Fixtures													
N.3.1	Lateral Filing Cabinet, 3-drawers		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	60,000.00		60,000.00	4 units @P15,000.00 each which shall be purchase on a per request basis
N.3.2	Lateral Filing Cabinet, 4-drawers		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	30,000.00		30,000.00	2 units @P15,000.00 each which shall be purchase on a per request basis
N.3.5	Chair - Clerical		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	90,000.00	90,000.00		15 units @P6,000.00 each which shall be purchase on a per request basis
N.3.6	Chair - Executive		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	102,000.00		102,000.00	6 units @P17,000.00 each which shall be purchase on a per request basis
N.3.8	Chair - Visitors		PCIC-RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	COB	40,000.00	40,000.00		10 units @P4000.00 each which shall be purchase on a per request basis

Code (PAP)	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)
N.4	Motor Vehicles												
N.4.1	Motor Vehicles, 4-Wheeled Vehicle	PCIC-RO XI	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	COB	-				
N.4.2	Motor Vehicles, Motorcycle	PCIC-RO XI	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	COB	500,000.00		500,000.00	5 units	
O.	IT Software and Licenses												
O.1	Windows OS - Work Station	PCIC-HO/RO	Negotiated Procurement - SVP 53.9 or Agency to Agency	As needed	As needed	As needed	As needed		-				
P.	Land and Land Improvement												
P.1	Land and Building Acquisition	PCIC-HO/RO							-				
Q.	Leasehold and Leasehold Improvement												
Q.1	Renovation of Additional Office Space	PCIC- RO XI	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		600,000.00		600,000.00		Budget allocation is for the supply of labor and materials. Details of requirements is not yet determines
Q.2	Electrical Wirings and Works for Additional Office Space	PCIC- RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		500,000.00		500,000.00		
Q.5	Modular Partition & Tables - Additional Office space	PCIC- RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		350,000.00		350,000.00		
R.	Others												
R.1	Auditing Services - COA	PCIC- RO XI	Agency to Agency	N/A	N/A	N/A	N/A		1,250,000.00		1,250,000.00		
R.2	Fidelity Bond Premium	PCIC- RO XI	Agency to Agency	N/A	N/A	N/A	N/A		75,000.00		75,000.00		
R.3	Insurance of FFE's	PCIC- RO XI	Agency to Agency	N/A	N/A	N/A	N/A		150,000.00		150,000.00		
R.4	Plane Tickets	PCIC- RO XI	Agency to Agency	N/A	N/A	N/A	N/A		500,000.00		500,000.00		
R.5	Coaster / Bus Rental	PCIC- RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		-				
Total									15,657,265.40	11,011,196.00	4,646,069.40		

Annual Procurement Plan for FY 2019 - Regional Office 12

Code (PAP)	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	
A.	Incentive/Allowance												


Code (PAP)	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)
A.1												
B. Supplies and Materials												
B.1	Common Use Office Supplies	PCIC - RO XII	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	1,000,000.00	1,000,000.00		Items to be procured on quarterly basis
B.2	Common Electric Supplies	PCIC - RO XII	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	100,000.00	100,000.00		Items to be procured on quarterly basis
B.3	Common Use Office Devices	PCIC - RO XII	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	100,000.00	100,000.00		Items to be procured on quarterly basis
B.4	Common Janitorial Supplies	PCIC - RO XII	Agency to Agency	To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989				CBAB	50,000.00	50,000.00		Items to be procured on quarterly basis
B.5	Common Electric Supplies	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	100,000.00	100,000.00		Various electrical supplies not available at PS-DBM to be procured on a per request basis.
B.6	Common Office Supplies	PCIC - RO XII	Negotiated - SVP 53.9 /Direct Contracting or Shopping	As needed	As needed	N/A	As needed	CBAB	300,000.00	300,000.00		Various office supplies and consumables not available at PS-DBM to be procured on a per request basis
B.7	Common Office Devices & Equipment	PCIC - RO XII	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB	250,000.00	250,000.00		Various office devices & equipment not available at PS-DBM to be procured on a per request basis
B.8	Janitorial Supplies	PCIC - RO XII	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	100,000.00	100,000.00		Various Janitorial Supplies not available at PS-DBM to be procured on a per request basis
B.9	Carpentry/Painting/Office Maintenance Materials	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	100,000.00	100,000.00		Materials not available at PS-DBM to be procured on a per request basis
B.10	Supply of Fuel Oil and Lubricants	PCIC - RO XII	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	1,000,000.00	1,000,000.00		Continuous contract with Fleet Card Provider
C. Utilities												
C.1	Drinking Water Supply	PCIC - RO XII	Negotiated Procurement - Small Value	N/A	N/A	N/A	N/A	CBAB	60,000.00	60,000.00		Drinking water for PCIC RO XII Employees & Guests
C.2	Water Supply	PCIC - RO XII	Direct Contracting	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	72,000.00	72,000.00		Water Supply Consumption of PCIC
C.3	Electric/Power Supply	PCIC - RO XII	Direct Contracting					CBAB	1,020,000.00	1,020,000.00		Power Supply Consumption of PCIC
D. Communication												

Code (PAP)	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)
D.1	Postage and Courier Services	PCIC - RO XII	Shopping		As needed	As needed	N/A	As needed	CBAB	25,000.00	25,000.00		Express courier service
D.2	Telephone Lines	PCIC - RO XII	Direct Contracting		To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	156,000.00	156,000.00		PLDT
D.3	Internet Lines - DSL	PCIC - RO XII	Direct Contracting		To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006				CBAB	-			PLDT/Globe
D.4	Internet Lines - Mobile	PCIC - RO XII	Direct Contracting		To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006				CBAB	264,000.00	264,000.00		Smart
E. Awards / Tokens													
E.1										-			
F. Advertising													
F.1	Corporate Giveaways	PCIC - RO XII	Negotiated Procurement - Small Value		Within October	Within October	Within November	Within November	CBAB	500,000.00	500,000.00		
G. Printing, Risograph and Binding													
G.1										-			
H. Rent													
H.1	Office Space	PCIC - RO XII	Agency-to-Agency		N/A	N/A	N/A	N/A	CBAB	1,080,000.00	1,080,000.00		Office Space Rental at Veraj Building, Pob 2, Midsayap, Cotabato
I. Subscription													
I.1													
J. Representation													
J.1	Catering Services	PCIC - RO XII	Negotiated Procurement - SVP 53.9						CBAB	-			Catering services for various trainings. To be procured on a per scheduled trainings
K. Lease of Venue													
K.1	Training / Workshop 1	PCIC - RO XII	Negotiated Procurement - Lease of Venue		As Needed	As Needed	As Needed	As Needed	CBAB	-			Development Program for PCIC Employees
L. Professional Services													
L.1	Security Services	PCIC - RO XII	Public Bidding		Within March	Within April	Within May	Within May	CBAB	840,000.00	840,000.00		
M. Repair and Maintenance													
M.1	Aircon Maintenance	PCIC - RO XII	Negotiated Procurement - SVP 53.9		Within July	Within July	Within August	Within August	CBAB	50,000.00	50,000.00		Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for


Code (PAP)	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)
M.2	Repair & Maintenance of Office Equipment	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		Preventive Maintenance of various office equipment
M.3	Repair and Maintenance of Motor Vehicle (As Needed)	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	500,000.00	500,000.00		Various sizes for 15-Motor Vehicles
M.4	Motor Vehicle Tires	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	100,000.00	100,000.00		Various sizes for 15-Motor Vehicles
M.5	Repair and Maintenance of IT Equipment and Peripherals	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00		Maintenance & Repair of various IT Equipment
N. Furniture, Fixtures & Equipment												
N.1	Office Equipment & Accessories											
N.1.1	Aircon, Floor Mounted, 3TR	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	80,000.00		80,000.00	1 unit @P80,000.00 w/ Installation
N.2	IT Equipment							CBAB	-			
N.2.1	Desktop Computer	PCIC - RO XII	Agency to Agency	N/A	N/A	N/A	N/A	CBAB	400,000.00		400,000.00	10 units @P40,000.00 each which shall be purchase on a per request basis
N.2.2	Laptop	PCIC - RO XII	Agency to Agency	N/A	N/A	N/A	N/A	CBAB	70,000.00		70,000.00	2 units @P35,000.00 each which shall be purchase on a per request basis
N.2.3	Photocopying Machine	PCIC - RO XII	Negotiated Procurement - SVP	As needed	As needed	As needed	As needed	CBAB	100,000.00		100,000.00	Photocopier with Network Printing Capability and Scanning Function
N.3	Furniture & Fixtures							CBAB	-			
N.3.1	Swivel Chair - Clerical	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00	150,000.00		30 units @P5,000.00 each which shall be purchase on a per request basis
N.3.2	Monoblock Chairs - Visitors	PCIC - RO XII	Agency to Agency	N/A	N/A	N/A	N/A	CBAB	40,000.00	40,000.00		100 units @P400.00 each which shall be purchase on a per request basis
N.4	Motor Vehicles											
N.4.1	Motor Vehicles, Motorcycle	PCIC - RO XII	Public Bidding	For Schedule	For Schedule	For Schedule	For Schedule	CBAB	500,000.00		500,000.00	5 units
O. IT Software and Licenses												
O.1												
P. Land and Land Improvement												
P.1												

Code (PAP)	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)
Q. Leasehold and Leasehold Improvement			PCIC - RO XII							-			Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined Budget allocation is for the supply of labor and materials. Details of requirements is not yet determined
Q.1	Renovation of Additional Office Space	PCIC - RO XII	Negotiated Procurement - SVP 53.9 or Public Bidding	As needed	As needed	As needed	As needed		-				
Q.2	Electrical Wirings and Works for Additional Office Space	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		-				
Q.5	Modular Partition & Tables - Additional Office space	PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		-				
R. Others													
R.1	Auditing Services - COA		Agency to Agency	N/A	N/A	N/A	N/A		1,800,000.00	1,800,000.00			
R.2	Fidelity Bond Premium		Agency to Agency	N/A	N/A	N/A	N/A		120,000.00	120,000.00			
R.3	Insurance of PPEs		Agency to Agency	N/A	N/A	N/A	N/A		80,000.00	80,000.00			
R.2	Plane Tickets		Agency to Agency	N/A	N/A	N/A	N/A		500,000.00	500,000.00			
TOTAL									11,707,000.00	10,557,000.00	1,150,000.00		
GRAND TOTAL									707,837,015.19	284,587,279.71	423,249,735.48		

Prepared by:


GILBERT D. JALBUENA
OIC-PMGSD

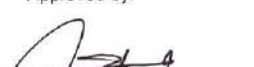
Certified Funds Available/
Certified Appropriate Funds by:


NOMER D. VIRAY
DEPT. MANAGER - FINANCE

Reviewed by:


SEGUNDO H. GUERRERO JR.
VICE PRESIDENT - SSG

Approved by:


ATTY. JOVY C. BERNABE
PRESIDENT