

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	The Php1,500,000.00 budget is for various Corporate Giveaways which cannot be bought from only one supplier, hence, Negotiated Procurement	
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		
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.1.1	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 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	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., May, Sept.	2nd week of March, July, Nov.	2nd week of March, July, Nov.	2nd week of March, July, 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, Rlsograph 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 53.9	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)
Biometric Machine / Bundy				Negotiated Procurement - SVP								
N.1.4	Clock		PCIC - RO I	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	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	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	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	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	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	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	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	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	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	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	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	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	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		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	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	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	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 Lateral Filing Cabinet, 4-drawers		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			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												
O.1	Microsoft Office Licenses		PCIC-HO/RO	Negotiated Procurement - SVP 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	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	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	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 PEO 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)
------------	-------------	-----------------	--------------	---------------------	---------------------------------------	-----------------	------------------------	--

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	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	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	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	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	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	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	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	N/A	CBAB	143,000.00	143,000.00	
L.2	Security Services		PCIC-RO3	Public Bidding	Within Novem	Within Novem	Within Decem	Within Januar	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	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)
Office Equipment & Accessories												
N.1												
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 53.9	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												
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	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 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		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)
------------	-------------	-----------------	--------------	---------------------	---------------------------------------	--	--	--	-----------------	------------------------	--	--

Annual Procurement Plan for FY 2019 - Regional Office No. 4

A. Incentive/Allowance												
A.1	Rice Subsidy	PCIC - RO	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	24,000.00	24,000.00		Rice Allowance for 2-entitled employees- to be procured every other month with ABC of Php24,000.00.
A.2	Health Insurance (HMO)	PCIC - 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 (c/o HO)
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	363,362.17	363,362.17		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	15,826.00	15,826.00		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	1,029,724.71	1,029,724.71		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	120,405.70	120,405.70		Items to be procured on quarterly basis
B.5	Common Electric Supplies	PCIC - RO	Negotiated Procurement - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	6,100.00	6,100.00		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	147,960.00	147,960.00		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	Negotiated Procurement - SVP / Shopping	As needed	As needed	N/A	As needed	CBAB				
B.8	Janitorial Supplies	PCIC - RO	Negotiated Procurement or Shopping	As needed	As needed	N/A	As needed	CBAB	28,484.00	28,484.00		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 - SVP 53.9	As needed	As needed	N/A	As needed	CBAB	250,000.00	250,000.00		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	Negotiated Procurement - SVP 53.9	N/A	N/A	N/A	N/A	CBAB	250,000.00	250,000.00		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 - 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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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	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 February	Within March	Within April	Within April	CBAB	904,865.22	904,865.22	
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								CBAB			
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 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	

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 be procured on a per request basis
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	

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule of Cash Requirements (Monthly)				Source of Funds	Estimated Budget (P.000)		(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	Repair and Maintenance of Furniture & Fixtures		PCIC - RO	Negotiated Procurement - SVP 53.10	As needed	As needed	As needed	As needed	CBAB	50,000.00	50,000.00					

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement				Funds	(brief description of Program/Project)		
N. Furniture, Fixtures & Equipment											
Office Equipment & Accessories											
N.1 Accessories											
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								CBAB			
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
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
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
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
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								CBAB			
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	As needed	As needed	As needed		10,000.00	10,000.00	1 unit
O.2	Anti Virus	PCIC-HO/RO	Negotiated Procurement - SVP 53.9	Within February	Within February	Within February	March		20,000.00	20,000.00	2 Units
P. Land and Land Improvement											
P.1	Land and Building Acquisition	PCIC - RO									

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement					Funds				(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 - HO/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)
				To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989								
B.4	Common Janitorial Supplies	RO VI	Agency to Agency					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	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												

(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

COA (PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (P. 11)		(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 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 5 units @P2,400.00 each which shall be purchase on a per request basis
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	3 units @P4,711.20 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	
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												

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (P=)		(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			

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement					Funds				(brief description of Program/Project)
N 4 2	Motor Vehicles, Motorcycle	PCIC-RO	PublicBidding 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													
O 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 PAC 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
-----	--------------	---------	----------------------	-------------------------	--	--	--	------	------------	--	------------	--	--

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Details of Estimated Procurement Activity				Source of Funds	Estimated Budget (P=)		(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	PCIC-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	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	Supply of Fuel Oil and 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

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement					Funds			(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
Our service providers are PLDT and Innove Comm.Inc. which are available in the region												
D.2	Telephone Lines	PCIC-RO	Direct Contracting						CBAB	260,000.00	260,000.00	PLDT/ INNOVE COMM. INC.
Our service provider is PLDT which is available in the area												
D.3	Internet Lines - DSL	PCIC-RO	Direct Contracting						CBAB	300,000.00	300,000.00	PLDT
D.4	Internet - Satellite	PCIC-RO	Direct Contracting				NONE		CBAB			NONE
To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006												
D.5	Mobile Phone Lines	PCIC-RO	Direct Contracting						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												
Certificate of Insurance Cover												
G.1	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												

(PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement				Funds			(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 Penpherals	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											
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

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement				Funds		(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		-	-	

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (P=) (P=)			(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
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

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Contract or Order / Acquisition / Delivery				Source of Funds	Estimated Budget (P=)		(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	

PAP	Procurement Program/Project	PMO/End-User	Mode of Procurement					Funds				(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)
				Negotiated Procurement - SVP								
J.1	Catering Services		PCIC - RO8	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	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	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	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	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	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	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	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	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

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule of Estimated Procurement Activity				Source of Funds	Estimated Budget (in \$)		(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 HMO Premium of Php 7,500.00 per entitled employees
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		
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				No PS-DBM in Pagadian City and Zamboanga de Sur. To be procured on a per request basis.
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		
B.4	Common Janitorial Supplies	PCIC - RO	Negotiated Procurement - SVP 53.9		As needed	As needed	N/A	As needed	COB				

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement				Funds		(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	To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006
C.2	Water Supply	PCIC - RO	Direct Contracting					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												
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	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												

(PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule of Estimated Procurement Activity				Source of Funds	Estimated Budget (P=)			(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 (PIIP)		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	-	-	20 units @P10,000.00 each which shall be purchase on a per request basis
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	25 units @P3,500.00 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	5 units @ P15,000.00 each 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	
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	-	-	5 units @ P 100,000.00 per unit to be purchased subject to the approval of PCIC H O
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	
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)			(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
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		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 - 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 (PnP)		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												
E.1	Anniversary Souvenir		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	7,844.80	7,844.80	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 (PNP)		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 Various sizes for 4-Motor Vehicles at an average of P8000 per tire at 2 units per replacement 4 times/year
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	Maintenance & Repair of various IT Equipment
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	
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)
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			5 units @P2,400.00 each which shall be purchase on a per request basis
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	
N.1.4	Facsimile Machine											10 units @ P 2000.00 each which shall be purchased on a per request basis
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	
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				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				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	For Schedule	For Schedule	For Schedule	CBAB							
N.4.2	Motor Vehicles, Motorcycle		PCIC - X	Negotiated Procurement - SVP	Schedule	Schedule	For Schedule	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
Q.2													
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)
					To be procured at Procurement Service In accordance with Letter of Instruction No. 755 and Executive Order #359 series of 1989							
B.4	Common Janitorial Supplies	PCIC - RO XI	Agency to Agency						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)
					To renew the services of existing service provider in accordance with GPPB Resolution No. 019-2006 dated December 6, 2006							
D.5	Mobile Phone Lines		PCIC - RO XI	Direct Contracting					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 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.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	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	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	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	Within August	Within August	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	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	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	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	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	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	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	Within June	Within June	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	Within May	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	Within August	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												
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 53.9	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	-	-	3 units @P33,000.00 each which shall be purchase on a per request basis
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	2 units @P20,000.00 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	1 unit @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	4 units @P15,000.00 each which shall be purchase on a per request basis
N.3	Furniture & Fixtures		PCIC-RO XI									
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	2 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	15 units @P6,000.00 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	6 units @P17,000.00 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	10 units @P4000.00 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	

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													
Motor Vehicles, 4-Wheeled					For Schedule	For Schedule	For Schedule	For Schedule	COB				
N.4.1	Vehicle		PCIC-RO XI	Public Bidding									
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													
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													
Renovation of Additional Office Space				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.1	Electrical Wirings and Works for		PCIC- RO XI	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed		500,000.00		500,000.00	
Q.2	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	
Q.5	Modular Partition & Tables - Additional Office space		PCIC- RO XI										
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
					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.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			PLDT/Globe
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			Smart
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 dated December 6, 2006				CBAB	264,000.00	264,000.00	
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	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	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	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	Within August	CBAB	50,000.00	50,000.00	Monthly Cleaning and Maintenance of Various Air Conditioning Units including materials/parts for

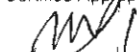
Code (PAP)	Procurement	Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (PnP)		Remarks (brief description of Program/Project)
M.2	Repair & Maintenance of Office Equipment		PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	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												
Office Equipment & Accessories												
N.1	IT Equipment								CBAB	-	-	
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	-	-	10 units @P40,000.00 each which shall be purchase on a per request basis
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	2 units @P35,000.00 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	Photocopier with Network Printing Capability and Scanning Function
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	30 units @P5,000.00 each which shall be purchase on a per request basis
N.3 Furniture & Fixtures												
N.3.1	Swivel Chair - Clencial		PCIC - RO XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed	CBAB	150,000.00	150,000.00	100 units @P400.00 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	
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 (PnF)		Remarks
(brief description of Program/Project)												
Q. Leasehold and Leasehold Improvement												
			PCIC - RO XII									
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				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 XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed				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 XII	Negotiated Procurement - SVP 53.9	As needed	As needed	As needed	As needed				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		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 M. GUERRERO JR.
 VICE PRESIDENT - SSG

Approved by:


 ATTY. JOVY C. BERNABE
 PRESIDENT