

2010 ANNUAL PROCUREMENT PLAN

Procurement Program/Project	PMO / End-User	Mode of Procurement	Pre-Proc Conference	Ads/Post IAEB	Eligibility Check	Pre-bid Conference	Submission /Open Bids	Bid evaluation	Post Qual	Notice of Award	Contract Signing	Notice to Proceed
1 Maintenance & Other Operating Expenses	O1,O2,O											
Travellin Expenses	3,O4,O5,											
Training Expenses (with training design)	O6,O7,O	PS-DBM	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Office Supplies	8,O9,O10	Bidding	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Other Office Supplies	,O11,O12	Small Value										
Accountable forms	,O13,O14	Direct Purchase										
Medical, Dental & Lab Supplies	,O15,O16	Bidding										
Petroleum, Oil & Lubricants	,O17,O18	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Other Operating Expenses	,O19,O20	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Food Expense	,O21,O22	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Water Expenses	,O23,O24	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Electricity Expenses	,O25,O26	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Telephone-Landline	,O26,O27	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Telephone-Mobile	,O28,O29	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Internet Expenses	,O30,O31	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Postage & Deliveries	,O32,O33	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Subscription Expense/Adv. Exp.	,O34,O35	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Printing and Binding	,O36,O37	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Building	,O38,O39	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Market & S-House	,O40	Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Bldgs. & Other Structures		Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Office Equipment		Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - IT Equipment & Software		Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Fire Fighting Equipment		Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Furnitures & Fixtures		Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Motor Vehicles		Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Repair & Maintenance - Other Machines & Equipment		Direct Purchase	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10
Taxes, Duties, & Licenses												
Fidelity Bond Premiums												
Insurance Expenses												
Other Maintenance & Operating Expenses		Small Value										
2 Capital Outlay		Bidding	04/30/10	05/08/10	N/A	05/14/10	05/27/10	06/04/10	06/04/10	06/07/10	06/11/10	06/11/10

Definition:

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

Procurement Program/Project	Delivery / Completion	Acceptance / Turnover	Estimated Budget (Php)		CO	Remarks (brief description of program/Project)	
			Source of funds	Total			
1 Maintenance & Other Operating Expenses				94,615,642.39	88,758,285.39	5,857,357.00	
Travelling Expenses					2,838,714.00		1. Regular bidding in accordance to RA 9184 shall be conducted in the event that PS-DBM fails to deliver the required goods/office supplies.
Training Expenses (with training design)					2,151,280.00		
Office Supplies	6/22/10-12/17/10	6/22/10-12/17/10	CGB		14,007,906.42		
	6/22/10-12/17/10	6/22/10-12/14/10					
Other Office Supplies					4,784,135.35		
Accountable forms	6/22/10-12/17/10	6/22/10-12/17/10	CGB		375,000.00		
Medical, Dental & Lab Supplies	6/22/10-12/14/10	6/22/10-12/14/10	CGB		6,650,268.00		
Petroleum, Oil & Lubricants	6/22/10-12/14/10	6/22/10-12/14/10	CGB		8,297,242.20		
Other Operating Expenses							2. The first pre-procurement activity is scheduled to be conducted by the end of April 2010, however, it is expected that there will be succeeding pre-procurement-acceptance cycle to occur either once in every 3 months, for monthly depending on the outcome on the first actual procurement based on the PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP) this explains the entry at the acceptance/turn-over column of a 'duration' instead of a date since the turnover is expected to be in date since the turnover is expected to be in series fashion.
Food Expense	6/22/10-12/14/10	6/22/10-12/14/10	CGB		7,889,924.50		
Water Expenses					445,410.00		
Electricity Expenses					4,794,800.00		
Telephone-Landline	6/22/10-12/14/10	6/22/10-12/14/10	CGB		656,873.00		
Telephone-Mobile	6/22/10-12/14/10	6/22/10-12/14/10	CGB		427,800.00		
Internet Expenses	6/22/10-12/14/10	6/22/10-12/14/10	CGB		486,400.00		
Postage & Deliveries					82,920.00		
Subscription Expense/Adv. Exp.	6/22/10-12/14/10	6/22/10-12/14/10	CGB		228,890.00		
Printing and Binding	6/22/10-12/14/10	6/22/10-12/14/10	CGB		507,222.00		
Repair & Maintenance - Building	6/22/10-12/14/10	6/22/10-12/14/10	CGB		3,820,209.00		
Repair & Maintenance - Market & S-House	6/22/10-12/14/10	6/22/10-12/14/10	CGB		1,219,000.00		
Repair & Maintenance - Bldgs. & Other Structures	6/22/10-12/14/10	6/22/10-12/14/10	CGB		400,000.00		
Repair & Maintenance - Office Equipment	6/22/10-12/14/10	6/22/10-12/14/10	CGB		569,400.00		
Repair & Maintenance - IT Equipment & Software	6/22/10-12/14/10	6/22/10-12/14/10	CGB		543,706.87		
Repair & Maintenance - Fire Fighting Equipment	6/22/10-12/14/10	6/22/10-12/14/10	CGB		77,400.00		
Repair & Maintenance - Furnitures & Fixtures	6/22/10-12/14/10	6/22/10-12/14/10	CGB		25,000.00		
Repair & Maintenance - Motor Vehicles	6/22/10-12/14/10	6/22/10-12/14/10	CGB		5,661,920.00		3. CGB is City Gov't Butuan
Repair & Maintenance - Other Machines & Equipment	6/22/10-12/14/10	6/22/10-12/14/10	CGB		4,140,978.00		
Taxes, Duties, & Licenses					504,501.06		
Fidelity Bond Premiums					137,255.00		
Insurance Expenses					1,228,097.76		
Other Maintenance & Operating Expenses					15,824,032.23		
2 Capital Outlay	6/22/10-12/14/10	6/22/10-12/14/10				5,857,357.00	

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