ANNUAL PROCUREMENT PLAN
ANNEX A
Name of Agency: **CITY GOVERNMENT OF BUTUAN 2011**

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity											Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Pre-Proc Conference	Ads/Post of IAEB	Eligibility Check	Pre-bid Conference	Submission / Open of Bids	Bid Evaluation	Post Qualification	Notice of Award	Contract Signing	Notice to Proceed	Delivery / Completion	Acceptance / Turnover		Total	MOOE	CO	
	Maintenance & Other Operating Expenses & Capital Outlay																		
	1. Maintenance & Other Operating Expenses	* 01, 02, 03, 04,															**98,700,582.70**	**91,262,225.70**	**7,438,357.00**	
751	Travelling Expenses	05, 06, 07, 08,																1,202,800.00		
753	Training Expenses (with training design)	09, 010, 011,																779,500.00		
755	Office Supplies	012, 013, 014,	PS-DBM	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		13,106,795.87		1. Regular bidding in accordance to R.A.
		015, 016, 017,	Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11					shall be conducted in the event that
755	Office Supplies	018, 019, 020,	Small Value																	fails to deliver the required goods / office
756	Accountable Forms	021, 022, 023,	Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		2,020,492.00		supplies.
757	Animal/Zoological Supplies Exp.	024, 025, 026,	Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		2,320,536.00		2. The first pre-procurement activity is
758	Food Supplies Exp.	027, 028, 029,	Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		4,681,246.00		scheduled to be conducted by the end
759	Drugs & Medicine Expenses	030, 031, 032,	Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		20,000,000.00		of Jan. 2011, however, it is expected
760	Medical, Dental & Laboratory Expenses	033, 034, 035,	Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		2,758,938.00		that there will be succeeding pre-
761	Gasoline, Oil,& Lubricants Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		14,410,971.86		procurement to acceptance cycle
762	Agricultural Supplies Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		78,094.00		to occur either once in every
765	Other Supplies Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		4,424,270.35		three months
766	Water Expenses		Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		217,392.00		or monthly depending on the
767	Electricity Expenses		Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		4,913,010.00		outcome
768	Cooking Expenses		Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		180,000.00		of the first actual procurement
771	Postage & Deliveries		Small Value															232,950.00		based on the Project
772	Telephone Expenses-Landline		Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		386,216.00		Procurement Management
773	Telephone Expenses-Mobile		Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		644,700.00		Plan (PPMP). This explains the
774	Internet Expenses		Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		202,764.00		entry of the Acceptance
775	Cable, Satellite, Telegraph & Radio Expenses		Direct	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		8,320.00		/Turnover
780	Advertising Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		67,000.00		column of a duration instead of a
781	Printing & Binding Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		188,622.00		date since
782	Rent Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		4,200.00		since the Turn-over is expected to
786	Subscription Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		93,910.00		be in date since the turn-over is
795	General Services Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		5,620.00		expected to be in
811	Repair & Maintenance -Office Building		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		1,575,172.50		series fashion.
813	Repair & Maintenance -Hospitals & Health Center		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		356,460.00		3. CGB is City Government of
814	Repair & Maintenance -Markets & Slaughterhouses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		456,846.00		Butuan
815	Repair & Maintenance -Others Structures		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		115,588.00		
821	Repair & Maintenance -Office Equipment		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		54,190.00		
822	Repair & Maintenance -Furnitures & Fixtures		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		25,000.00		
823	Repair & Maintenance -IT Equipment & Software		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		345,912.12		
830	Repair & Maintenance -Const. & Heavy Equipt.		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		7,775,824.00		
831	Repair & Maintenance -Fire Fighting Equipment & Acc.		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		50,000.00		
840	Repair & Maintenance -Other Machineries & Equipts.		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		220,627.00		
841	Repair & Maintenance -Motor Vehicles		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		2,958,097.00		
891	Taxes, Premiums & Other Fees		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		148,200.00		
892	Fidelity, Bond Premiums		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		89,776.00		
893	Insurance Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		201,660.00		
969	Other Maintenance & Operating Expenses		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB		3,961,627.00		
	2. Capital Outlay		Bidding	Jan.15'11	Jan.22'11	N/A	Jan.31'11	Feb.14'11	Feb.22'11	Feb.22'11	Feb.25'11	Mar.01'11	Mar.01'11	Mar.12'11-Dec.17'11	Mar.12'11-Dec.17'11	CGB			**7,438,357.00**	

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 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; advertising/posting; pre-bid conference; eligibility screening; submission and receipt of bids; bid evaluation; post qualification; award of contract; co
6. Source of Funds - Whether GoP, Foreign Assisted or Special Purpose Fund.
7. Estimated Budget - Agency approved estimate of project/program costs.
8. Remarks - brief description of program or project.

LEAH A. MENDOZA, CPA
City Administrator-BAC Chairman

FERDINAND M. AMANTE, JR., MD
City Mayor