

ANNUAL PROCUREMENT PLAN FOR FY 2019

Department/Bureau/Office: **REGIONAL DEVELOPMENT COUNCIL (RDC) XI**
Davao Region, Davao City

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/Activity/Project)
				Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
1. General Services												
1-00-01-0000	1.1 Janitorial Services	NEDA/RDC XI	NP-53.9 - Small Value Procurement	2nd year contract				GAA 2019	184,000.00	184,000.00		Providing Janitorial/Utility Services for the NEDA-RDC XI Center Building for the period January - December 2019
1-00-01-0000	1.2 Security Services	NEDA/RDC XI	NP-53.9 - Small Value Procurement					GAA 2019	644,000.00	644,000.00		
2. Training and seminar expense												
1-00-01-0000	2.1 Training on Office protocols	RDC XI	NP-53.9 - Small Value Procurement					GAA 2019	72,000.00	72,000.00		Training/conferences of RDC XI Officials and members
3. Printing and Binding												
3-02-02-0000	3.1 RDC Communicator	NEDA/RDC XI	NP-53.9 - Small Value Procurement	01/21-24/2019	01/25/2019		01/28/2019	GAA 2019	242,000.00	242,000.00		Printing of RDC Communicator for the 4th Qtr 2018 issue and 1st - 3rd Qtr 2019 Issues
4. Representation Expenses - Hotel venue / Meals / Snacks for Meetings/ conferences												
3-02-02-0000	4.1 Regional Development Council (RDC) XI Meetings	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	162,000.00	162,000.00		Quarterly regular Council meeting (with 6 months contract of catering services)
3-02-02-0000	4.2 Economic Development Committee	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	20,000.00	20,000.00		Quarterly regular meeting
3-02-02-0000	4.3 Infrastructure Development Committee	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	20,000.00	20,000.00		Quarterly regular meeting
3-02-02-0000	4.4 Regional Project Monitoring Committee	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	21,000.00	21,000.00		Quarterly regular meeting
3-02-02-0000	4.5 RLUC XI Meeting	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	20,000.00	20,000.00		Semestral meeting
3-02-02-0000	4.6 Social Development Committee	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	20,000.00	20,000.00		Quarterly regular meeting
3-02-02-0000	4.7 Macro Finance Committee	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	20,000.00	20,000.00		Quarterly regular meeting
3-02-02-0000	4.8 Development Administrative Committee	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	20,000.00	20,000.00		Quarterly regular meeting
3-02-02-0000	4.9 Quarterly Problem Solving Sessions	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	54,000.00	54,000.00		Quarterly regular meeting
3-03-01-0000	4.10 FY 2019 Budget Review and Consultation	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	108,000.00	108,000.00		Conduct of FY 2020 Budget Review and Consultation (3 days)
3-02-02-0000	4.11 TWG on Poverty Convergence	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	21,000.00	21,000.00		
3-02-02-0000	4.12 C4DNet Meeting	RDC XI/LGUs/ RLA/NGOs	NP-53.9 - Small Value Procurement	01/07-11/2019	01/14/2019	01/15/2019	01/16/2019	GAA 2019	8,000.00	8,000.00		Quarterly regular meeting
5. Regular Expenses - MOOE												
5.1 Consummable Office Supplies and Semi- Expendable Equipment												
1-00-01-0000	5.1.1 Common Use Office Supplies and Equipment - 1st Quarter requirement	NEDA XI/ RDC XI	NP-53.5 Agency-to-Agency / 52.1b Shopping	N/A	N/A	N/A	N/A	GAA 2019/ NCO Fund	381,726.62	381,726.62		Common use consummable office supplies and equipment - 1st quarter 2019 RDC XI requirement
1-00-01-0000	5.1.2 Common Use Office Supplies and Equipment - 2nd Quarter requirement	NEDA XI/ RDC XI	NP-53.5 Agency-to-Agency / 52.1b Shopping	N/A	N/A	N/A	N/A	GAA 2019/ NCO Fund	192,898.08	192,898.08		Common use consummable office supplies and equipment - 2nd quarter 2019 RDC XI requirement
1-00-01-0000	5.1.3 Common Use Office Supplies and Equipment - 3rd Quarter requirement	NEDA XI/ RDC XI	NP-53.5 Agency-to-Agency / 52.1b Shopping	N/A	N/A	N/A	N/A	GAA 2019/ NCO Fund	275,337.79	275,337.79		Common use consummable office supplies and equipment - 3rd quarter 2019 RDC XI requirement
1-00-01-0000	5.1.4 Common Use Office Supplies and Equipment - 4th Quarter requirement	NEDA XI/ RDC XI	NP-53.5 Agency-to-Agency / 52.1b Shopping	N/A	N/A	N/A	N/A	GAA 2019	204,041.35	204,041.35		Common use consummable office supplies and equipment - 4th quarter 2019 RDC XI requirement
5.2 Utility Expense												
1-00-01-0000	5.2.1 Water	NEDA XI/ RDC XI	Direct Contracting	N/A	N/A	N/A	N/A	GAA 2019	139,000.00	139,000.00		Electricity requirement for January - December 2019
1-00-01-0000	5.2.2 Gasoline, Oil & Fuel	NEDA XI/ RDC XI	Direct Contracting	N/A	N/A	N/A	N/A	GAA 2019	200,000.00	200,000.00		Gasoline, Oil & Fuel requirement for January - December 2019

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5.3 Communication Expense												
1-00-01-0000	5.3.1 Telephone Expense (Landline)	NEDA XI	Direct Contracting	N/A	N/A	N/A	N/A	GAA 2019	64,000.00	64,000.00		Telephone-Landline (January - December 2019)
1-00-01-0000	5.3.2 Telephone Expense (Mobile)	NEDA XI / RDC XI	Direct Contracting	N/A	N/A	N/A	N/A	GAA 2019	2,000.00	2,000.00		Telephone-Mobile (January - December 2019)
1-00-01-0000	5.3.3 Postage & Deliveries	NEDA XI / RDC XI	Direct Contracting	N/A	N/A	N/A	N/A	GAA 2019	4,000.00	4,000.00		Postage & Deliveries (January - December 2019)
5.4 Repairs and Maintenance												
1-00-01-0000	5.4.1 Furnitures & Fixtures	NEDA XI	NP-53.9 - Small Value Procurement	06/17-20/2019	06/21/2019	06/24/2018	06/24/2018	GAA 2019	53,000.00	53,000.00		Repairs and maintenance of furniture and fixtures for CY 2019
6. Other Expenses in the implementation of programs and projects												
3-01-01-0000	6.1 Travel (Local) - Plane tickets/travel exp.	NEDA XI	NP-53.5 Agency-to-Agency / Shopping (PS) 52.1b	N/A	N/A	N/A	N/A	NCO Funds / GAA 2019	580,000.00	580,000.00		Participation of RDC XI Officials to AdCom meeting in Malacanang, Manila and programs and projects monitoring activities in the provinces
3-01-04-0000	6.2 Transportation and Delivery Expenses	NEDA/RDC XI	Direct Contracting	N/A	N/A	N/A	N/A	GAA 2019	292,000.00	292,000.00		Van rental - Field Monitoring / capacity Building activities
1-00-01-0000	6.3 Membership due	NEDA XI	Direct Contracting	N/A	N/A	N/A	N/A	GAA 2019	24,000.00	24,000.00		Membership due to other government / private organizations to expand linkages in the performance of RDC XI programs an projects
7. Taxes, Insurance and Other Fees												
1-00-01-0000	7.1 Taxes	NEDA XI	NP-53.5 Agency-to-Agency	N/A	N/A		N/A	GAA 2019	26,000.00	26,000.00		Fidelity bond premiums due in the performance of office programs an projects
1-00-01-0000	7.2 Insurance expenses	NEDA XI	NP-53.5 Agency-to-Agency	N/A	N/A		N/A	GAA 2019	30,000.00	30,000.00		Insurance due in the performance of office programs an projects

GRAND TOTAL:>

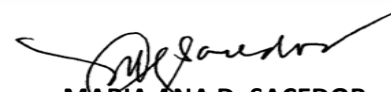
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TOTAL W/ 10% ADDITIONAL PROVISION FOR INFLATION>

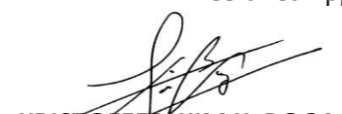
4,514,404.22

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

Prepared by:

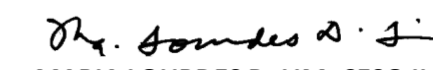

MARIA ANA D. SACEDOR
 Administrative Officer IV/
 Property and Supply Officer

Certified Funds Available /
 Certified Appropriate Funds Available:


KRISTOFFER KIM K. BOGA
 Accountant III


IRENEO C. GERODIAS, JR.
 Supervising Administrative Officer
 Local Budget Officer

Approved:


MARIA LOURDES D. LIM, CESO II
 Head of Office/Agency

Date Prepared: 30 August 2019