

**DEPARTMENT OF FINANCE**  
**Annual Procurement Plan for FY 2020**

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Common Used Supplies and Equipment (CSE)	Various Offices	NO	NP-53.5 Agency-to-Agency/ NP-53.9 - Small Value Procurement	Quarterly	Quarterly	Quarterly	Quarterly	Regular Agency Fund	59,528,888.07	50,706,124.93	8,822,763.14	
	<b>Sub-Total</b>									<b>59,528,888.07</b>	<b>50,706,124.93</b>	<b>8,822,763.14</b>	
	Provision of Janitorial Services in the DOF for CY 2020	DOF	YES	Competitive Bidding	October 2019	November 2019	January 2020	January 2020	Regular Agency Fund	15,200,000.00	15,200,000.00	-	
	Provision of Security Services in the DOF for CY 2020	DOF	YES	Competitive Bidding	October 2019	November 2019	January 2020	January 2020	Regular Agency Fund	27,000,000.00	27,000,000.00	-	
	Provision of Manpower Services in the DOF for CY 2020	DOF	YES	Competitive Bidding	October 2019	November 2019	January 2020	January 2020	Regular Agency Fund	87,612,506.40	87,612,506.40	-	
	Rental of Photocopying Machine	DOF	YES	Competitive Bidding	October 2019	November 2019	January 2020	January 2020	Regular Agency Fund	3,500,000.00	3,500,000.00	-	
	Rental of Printers (Colored, and Black & White)	MITHI	YES	Competitive Bidding	October 2019	November 2019	January 2020	January 2020	Regular Agency Fund	2,756,400.00	2,756,400.00	-	
	Procurement of Email Management Service and Online Productivity Suite	MITHI	YES	Competitive Bidding	October 2019	November 2019	January 2020	January 2020	Regular Agency Fund	2,000,000.00	2,000,000.00	-	
	Consultancy Services	Various Offices	YES	NP-53.7 Highly Technical Consultants	N/A	N/A	January 2020/ July 2020	January 2020/ July 2020	Regular Agency Fund	17,984,727.04	17,984,727.04	-	
	Operations and Maintenance of DOF Building	DOF	YES	Competitive Bidding	October 2019	November 2019	January 2020	January 2020	Regular Agency Fund	9,000,000.00	9,000,000.00	-	
	Printing of DOF Annual Report	FPPO	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	400,000.00	400,000.00	-	
	<b>INTERNET SUBSCRIPTION EXPENSES</b>												
	Provision of Primary High Availability Internet Subscription	MITHI	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	4,200,000.00	4,200,000.00	-	
	Provision of Secondary High Availability Internet Subscription	MITHI	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	3,099,999.96	3,099,999.96	-	
	<b>Sub-Total</b>									<b>7,299,999.96</b>	<b>7,299,999.96</b>	-	
	<b>RENTAL EXPENSES</b>												
	Rent - ICT Equipment	RO	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	Regular Agency Fund	49,992.00	49,992.00	-	
	Rent - Building and Structures	GSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	1st Quarter	1st Quarter	Regular Agency Fund	216,000.00	216,000.00	-	
	<b>Sub-Total</b>									<b>265,992.00</b>	<b>265,992.00</b>	-	

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					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>SUBSCRIPTION EXPENSES</b>												
	Subscription of International and Local Newspapers/ Magazines	Various Offices	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	997,903.53	997,903.53	-	
	Subscription of E-Journals	GSD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	150,000.00	150,000.00	-	
	Cisco ASA with Firepower Subscription License	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	800,000.00	800,000.00	-	
	End-Point Security for Desktop/Laptops/Server/Byod devices	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	1,000,000.00	1,000,000.00	-	
	Datacenter Collocation (DR/CLOUD)	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	1,000,000.00	1,000,000.00	-	
	SSL Certificate Support and Maintenance with Website plug-ins Subscription	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	500,000.00	500,000.00	-	
	Subscription of various Satellite and Cable Television Service	OSEC	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	189,600.00	189,600.00	-	
	Subscription of CD Asia	ASEC - ROG	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	103,672.80	103,672.80	-	
	Data Center Maintenance	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	900,000.00	900,000.00	-	
	Lex Libris with Bulletin License	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	100,000.00	100,000.00	-	
	IP-PABX Subscription	MITHI	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	3,699,999.96	3,699,999.96	-	
	Palo Alto Layer 4-7 Firewall	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	500,000.00	500,000.00	-	
	Cybersecurity Software Solutions Subscription	MITHI	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	2,500,000.00	2,500,000.00	-	
	DOF Online Tax Exemption Application Systems Maintenance (Cloud Services)	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	1,000,000.00	1,000,000.00	-	
	<b>Sub-Total</b>									<b>13,441,176.29</b>	<b>13,441,176.29</b>	-	
	<b>REPAIRS AND MAINTENANCE</b>												
	Maintenance of Elevator	GSD	NO	Direct Contracting	N/A	N/A	1st Quarter	1st Quarter	Regular Agency Fund	360,000.00	360,000.00	-	
	Pest Control Services	GSD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	240,000.00	240,000.00	-	
	Flower Arrangement	GSD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	180,000.00	180,000.00	-	
	Repairs and Maintenance - ICT Equipment	Various Offices	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	Regular Agency Fund	76,000.00	76,000.00	-	

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					Advertisement/ Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Repairs and Maintenance - Other Machinery & Equipment, Furniture and Fixtures	Various Offices	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	Regular Agency Fund	455,000.00	455,000.00	-	
	Repairs and Maintenance - Motor Vehicles	Various Offices	NO	Competitive Bidding/ NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	Regular Agency Fund	3,897,018.68	3,897,018.68	-	
	Repairs and Maintenance - DOF Building and Equipment	GSD	NO	Competitive Bidding/ NP-53.9 - Small Value Procurement	As the need arises	As the need arises	As the need arises	As the need arises	Regular Agency Fund	21,600,000.00	21,600,000.00	-	
	<b>Sub-Total</b>									<b>26,808,018.68</b>	<b>26,808,018.68</b>	-	
	<b>OTHER MAINTENANCE AND OPERATING EXPENSES</b>												
	Procurement of Purified Drinking Water	GSD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	420,000.00	420,000.00	-	
	Meals Served During Meetings & Seminars	Various Offices	NO	NP-53.9 - Small Value Procurement/ Direct Contracting	As the need arises	N/A	As the need arises	As the need arises	Regular Agency Fund	1,799,000.00	1,799,000.00	-	
	Travel Expenses	Various Offices	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	Regular Agency Fund	22,419,000.00	22,419,000.00	-	
	Vaccine, Anti Influenza	PSD/ Clininc	NO	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	Regular Agency Fund	210,000.00	210,000.00	-	
	Annual Physical Examination with Drug Test (Laboratory)	PSD/ Clininc	NO	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	Regular Agency Fund	800,000.00	800,000.00	-	
	Strategic Planning Workshop and Team Building of Central Administration Office for CY 2020	PSD/ CRMD	NO	NP-53.9 - Small Value Procurement/ NP-53.10 Lease of Real Property and Venue	2nd Quarter	N/A	2nd Quarter	2nd Quarter	Regular Agency Fund	382,000.00	382,000.00	-	For the venue, accommodation, meals and transportation expenses.
	Strategic Planning Workshop and Team Building of Central Management Information Office for CY 2020	MITHI	NO	NP-53.9 - Small Value Procurement/ NP-53.10 Lease of Real Property and Venue	2nd Quarter	N/A	2nd Quarter	2nd Quarter	Regular Agency Fund	1,500,000.00	1,500,000.00	-	For the venue, accommodation, meals and transportation expenses.
	CSC-CSi (Training Registration Fee)	PSD	NO	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	Regular Agency Fund	30,000.00	30,000.00	-	
	ISO Certification with meals	MITHI	NO	NP-53.9 - Small Value Procurement	4th Quarter	N/A	4th Quarter	4th Quarter	Regular Agency Fund	550,000.00	550,000.00	-	
	ISMS Awareness Training with Venue and Meals	MITHI	NO	NP-53.9 - Small Value Procurement	2nd Quarter	N/A	2nd Quarter	2nd Quarter	Regular Agency Fund	700,000.00	700,000.00	-	
	Stamps, Mailing	CRMD	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Regular Agency Fund	240,000.00	240,000.00	-	
	Transportation Delivery and Expense	PSD	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Regular Agency Fund	8,400.00	8,400.00	-	
	Courier Services	OSEC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Regular Agency Fund	165,000.00	165,000.00	-	
	Orchids	OSEC	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Regular Agency Fund	108,000.00	108,000.00	-	
	Verification and Authentication Fees	PMP	NO	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	Regular Agency Fund	50,000.00	50,000.00	-	
	<b>Sub-total</b>									<b>29,381,400.00</b>	<b>29,381,400.00</b>	-	
	<b>GRAND TOTAL</b>									<b>302,179,108.44</b>	<b>293,356,345.30</b>	<b>8,822,763.14</b>	

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