

**DEPARTMENT OF FINANCE
ANNUAL PROCUREMENT PLAN FOR FY 2021**

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/ Direct Contracting	Quarterly	Quarterly	Quarterly	Quarterly	Regular Agency Fund	46,814,014.73	41,889,165.13	4,924,849.60	
	SUB-TOTAL									46,814,014.73	41,889,165.13	4,924,849.60	
	EARLY PROCUREMENT												
	Provision of Janitorial Services in DOF for CY 2021	DOF	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	15,600,000.00	15,600,000.00	-	
	Provision of Security Services in DOF for CY 2021	DOF	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	27,000,000.00	27,000,000.00	-	
	Provision of Manpower Services in DOF for CY 2021	DOF	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	88,500,000.00	88,500,000.00	-	
	Operations and Maintenance of DOF Bldg.	DOF	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	9,000,000.00	9,000,000.00	-	
	Consultancy Services	Various Offices	YES	NP-53.7 - Highly Technical Consultants	N/A	N/A	January 2021 / July 2021	January 2021 / July 2021	Regular Agency Fund	35,383,892.02	35,383,892.02	-	
	Rental of Photocopying Machine	DOF	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	3,000,000.00	3,000,000.00	-	
	Rental of Printers (Colored, and Black & White)	CMIO	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	3,014,400.00	3,014,400.00	-	
	Internet Subscription	CMIO	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	7,299,999.96	7,299,999.96	-	
	e-Mail Subscription	CMIO	YES	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	2,000,000.00	2,000,000.00	-	
	SUB-TOTAL									190,798,291.98	190,798,291.98	-	
	SUBSCRIPTION EXPENSES												
	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	547,432.11	547,432.11	-	
	Subscription of CD Asia	USEC IFG & ASEC ROG	NO	Direct Contracting	N/A	N/A	1st Quarter	1st Quarter	Regular Agency Fund	278,392.80	278,392.80	-	
	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	39,600.00	39,600.00	-	
	Library Reading Subscription	IFPO	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	6,696.00	6,696.00	-	
	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	-	
	IP-PABX Subscription	MITHI	NO	Competitive Bidding	October 2020	November 2020	January 2021	January 2021	Regular Agency Fund	3,699,996.00	3,699,996.00	-	
	End-Point Security for Desktop/ Laptops/ Server/ Byod Devices	CMIO	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	-	
	Network Maintenance Agreement	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	-	

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					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	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	250,000.00	250,000.00	-	
	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	-	
	Web Proxy with Caching License	MITHI	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	700,000.00	700,000.00	-	
	Application Programming Interface (API) Gateway Cloud License for Tradenet System Agency Data Marts and ASEAN Single Window (ASW) Infrastructure	MITHI	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	10,000,000.00	10,000,000.00	-	
	Data Center Maintenance	MITHI	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	3,000,000.00	3,000,000.00	-	
	Rank and File Test Batteries	HRMDD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	65,100.00	65,100.00	-	
	Supervisory Test Batteries	HRMDD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	108,500.00	108,500.00	-	
	Other Subscription Expenses	USEC DFG & IFPO	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	96,000.00	96,000.00	-	
	SUB-TOTAL									21,741,716.91	21,741,716.91	-	
	RENTAL EXPENSES												
	Rental of Buses	DOF	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	11,500,000.00	11,500,000.00	-	
	Rental of Building and Structures	GSD & OSS	NO	NP-53.5 Agency-to-Agency	N/A	N/A	1st Quarter	1st Quarter	Regular Agency Fund	1,782,000.00	1,782,000.00	-	
	Rental of 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	250,000.00	250,000.00	-	
	SUB-TOTAL									13,532,000.00	13,532,000.00	-	
	REPAIRS AND MAINTENANCE												
	Maintenance of Elevator	GSD	NO	Direct Contracting	N/A	N/A	1st Quarter	1st Quarter	Regular Agency Fund	480,000.00	480,000.00	-	
	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	-	
	Disinfection and Sanitation of DOF Facilities	GSD	NO	Competitive Bidding	1st Quarter	1st Quarter	1st Quarter	1st Quarter	Regular Agency Fund	1,500,000.00	1,500,000.00	-	
	Flower Arrangement	GSD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	720,000.00	720,000.00	-	
	Repair and Maintenance of DOF Building and Equipment	GSD	NO	NP-53.9 - Small Value Procurement/ Competitive Bidding	As the need arises	As the need arises	As the need arises	As the need arises	Regular Agency Fund	29,000,000.04	29,000,000.04	-	
	Repair and Maintenance of Motor Vehicles	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	4,025,000.00	4,025,000.00	-	

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	Repair and Maintenance of 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	246,000.00	246,000.00	-	
	Repair and Maintenance of 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	80,000.00	80,000.00	-	
	Repair and Maintenance of Other Machinery, Plant, Property and 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	560,000.00	560,000.00	-	
SUB-TOTAL										36,851,000.04	36,851,000.04	-	
OTHER MAINTENANCE AND OPERATING EXPENSES													
	Procurement of Purified Drinking Water	GSD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	528,000.00	528,000.00	-	
	Meals Served During Meetings, Seminars & Trainings	Various Offices	NO	NP-53.9 - Small Value Procurement/ Direct Contracting	N/A	N/A	As the need arises	As the need arises	Regular Agency Fund	1,280,000.00	1,280,000.00	-	
	Training Expenses	IFOO, ASEC IFG, PRLO	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	1,260,000.00	1,260,000.00	-	
	Procurement of Petroleum, Oil and Lubricant Products	Various Offices	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets	N/A	N/A	As the need arises	As the need arises	Regular Agency Fund	2,727,837.20	2,727,837.20	-	
	Travel Expenses (Local & Foreign)	Various Offices	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline Tickets/ NP-53.9 - Small Value Procurement	N/A	N/A	As the need arises	As the need arises	Regular Agency Fund	12,988,100.43	12,988,100.43	-	Includes Procurement of Airline Tickets, Accommodation, Meals
	Strategic Planning	Various Offices	NO	NP-53.9 - Small Value Procurement/ NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises	Regular Agency Fund	558,545.00	558,545.00	-	
	Special Award for DOF Employee with Loyalty	HRMDD	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	201,000.00	201,000.00	-	
	Postage & Courier Services	OSS	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	Regular Agency Fund	15,000.00	15,000.00	-	
	Stamps, Mailing	CRMD	NO	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises	Regular Agency Fund	180,000.00	180,000.00	-	
	Advertising Expense	PRLO	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	300,000.00	300,000.00	-	
	Printing and Publication Expense	FPPO	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	600,000.00	600,000.00	-	
	Orchids	OSEC	NO	NP-53.9 - Small Value Procurement	1st Quarter	N/A	1st Quarter	1st Quarter	Regular Agency Fund	112,800.00	112,800.00	-	
	Other MOOE	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	3,568,498.98	3,568,498.98	-	
SUB-TOTAL										24,319,781.61	24,319,781.61	-	
GRAND TOTAL										334,056,805.27	329,131,955.67	4,924,849.60	

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