

ANNUAL PROCUREMENT PLAN
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
REGION XI, DAVAO CITY
CY 2011

| CODE | GENERAL DESCRIPTION | PMO/ End- User | Mode of Procurement | Source of Fund | FY 2011 ABC | Start of Bidding Activities | Delivery Date | Remarks |
|------|---|--|-----------------------------|----------------------|-------------------|-----------------------------------|---|--|
| 101 | | | | | | | | |
| | A. Purchase of Office Supplies/Equipment | Regionwide | PS DBM/ SVP | GOP | 610,000.00 | n/a | Quarterly/ ANA | Various office supplies/equip- ment available at PS/DBM and Local market |
| | | | | | | | | |
| | B. Repair/Maintenance of Motor Vehicles | Regionwide | Negotiated/ Shopping/SVP | | 400,000.00 | | Monthly | includes labor and mateirals for minor and major repair, battery and tires |
| | | | | | | | | |
| | C. Gasoline, Oil & Lubricants | | | | 850,000.00 | | Monthly | gasoline supply, oil and lubri- cants and other related services |
| | | | | | | | | |
| | D. Janitorial Services | Regional Office | Public Bidding | | 450,000.00 | Feb. 2011 | Apr. 2011 | provision for Janitorial Services is for 2 year contract. |
| | | | | | | | | |
| | E. Rent | Comval, Prov'l office | Direct Con- tracting/MOA | | 150,000.00 | n/a | Monthly | office rental of Compostela Valley province |
| | | | | | | | | |
| | F. Repair/Maintenance of Office Equipment | Regionwide | Small Value Procurement | | 470,000.00 | n/a | Monthly/ANA quarterly | 24 units aircon split/window type; typewriters, camera |
| | | | | | | | | |
| | G. Subscription of newspapers and magazines | Region/Dvo City;Dvo Sur; Comval office | Direct Con- tracting | | 50,000.00 | n/a | Monthly | magazines; local and official newspapaer |
| | | | | | | | | |
| | H. Repair and Maintenance of office Building | Regional Office | Small Value Procurement | | 100,000.00 | n/a | | repair of main building |
| | | | | | | | | |
| | I. Printing and Binding Expenses | Regionwide | Small Value Procurement | | 200,000.00 | n/a | quarterly/Semi- annually; ANA annually; | Printing of Sagisag Newsletter; Midyear and Annual Report; Tarpauline |
| | | | | | | | | |
| | J. Fidelity Bond Premiums | Regionwide | N/A | | 150,000.00 | n/a | annually | bond of accountable officers |
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| | K. Insurance Premium | Regionwide | N/A | | 250,000.00 | | annually | Fire Insurance; motor vehicle insurance, firearms insurance |
| | | | | | | | | |
| | L. Communication Services | Regionwide | N/A | | 815,000.00 | | Monthly | Line of communication thru PLDT; DSL internet connection; smart, globe mobile postpaid and prepaid services |
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| | | | | | | | | |
| | M. Postage and Deliveries | Regionwide | N/A | | 70,000.00 | | Monthly | Freight and handling services |
| | | | | | | | | |
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| | N. Water, Illumination & Power | Regionwide | N/A | | 1,090,000.00 | | Monthly | water and electricity supply |
| | | | | | | | | |
| | | | | | | | | |
| | O. Extra-ordinary expenses | Regional Office | N/A | | 110,000.00 | | Monthly | provision for hotel accomodation and meals for HOPE |
| | | | | | | | | |
| | P. Auditing Services | Regional office | N/A | | 120,000.00 | | Monthly/ANA | Provision for COA for office supplies; gasoline; telephone; travelling expenses and catering expenses |
| | | | | | | | | |
| | Q. General Services & Other MOOE | Regionwide | N/A | | 400,000.00 | | ANA | Provision for Job Orders employee; laundry services; registration of vehicles, Cultural and Sports and other related services |
| | | | | | | | | |
| | | | | | | | | |
| | R. Travelling Expenses | Regionwide | N/A | | 1,000,000.00 | | | Plane fare, per diems, bus/jeep fare |
| | | | | | | | | |
| | S. Training and Seminar Expenses | Regionwide | N/A | | 1,453,000.00 | | | hotel accomodation; |
| | | | | | | | | |
| | TOTAL | | | | 8,738,000.00 | | | |
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