



DEPARTMENT OF AGRARIAN REFORM  
Provincial Agrarian Reform Office - Cagayan

ANNUAL PROCUREMENT PLAN FOR FY 2025  
(NON-CSE)

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	
	<b>AGRARIAN LEGAL SERVICES</b>											
	<b>Resolution of Agrarian Law Implementation Cases</b>								<b>170,000.00</b>	<b>170,000.00</b>	N/A	
	In-House Workshop on Resolution of ALI Cases	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	90,000.00	90,000.00	N/A	Sector-related concerns
	Dialogue with Stakeholders	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	50,000.00	50,000.00	N/A	Sector-related concerns
	<b>Legal Services</b>	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	30,000.00	30,000.00	N/A	
	<b>Provision of Agrarian Legal Assistance</b>			Various Dates					<b>280,000.00</b>	<b>280,000.00</b>	N/A	
	20th National Convention of Lawyers	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	40,000.00	40,000.00	N/A	Sector-related concerns
	Cascading of Administrative Orders/Issuances	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	40,000.00	40,000.00	N/A	-
	Legal Assessment (Mid year and Year-end)	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	80,000.00	80,000.00	N/A	-
	Re-Orientation on DAR AO 3 Series of 2017	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	60,000.00	60,000.00	N/A	Sector-related concerns
	<b>Legal Services</b>	ALSD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	60,000.00	60,000.00	N/A	
	<b>TOTAL</b>							-	<b>450,000.00</b>	<b>450,000.00</b>	N/A	
											N/A	
	<b>AGRARIAN REFORM BENEFICIARIES DEVELOPMENT &amp; SUSTAINABILITY PROGRAM</b>										N/A	
	<b>SUPERVISION AND MANAGEMENT FOR EFFECTIVE DELIVERY OF SUPPORT SERVICES</b>										N/A	-
	<b>IT-ENABLED MATURITY ASSESSMENT (ITEMA)</b>	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	<b>25,000.00</b>	<b>25,000.00</b>	N/A	-
	Orientation/Capacity Development of ITeMA for PLEs	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	25,000.00	25,000.00	N/A	-
	<b>SUSTAINABILITY AND MONITORING OF INFRASTRUCTURE (SME)</b>								-	-	N/A	-
	<b>SUPERVISION, MANAGEMENT, AND MONITORING AND EVALUATION</b>								<b>180,000.00</b>	<b>180,000.00</b>	N/A	-
	Quarterly Assessment	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	180,000.00	180,000.00	N/A	-
	<b>SOCIAL INFRASTRUCTURE BUILDING</b>								-	-	N/A	-

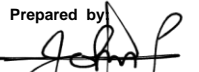


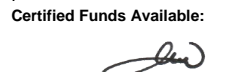
Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Activity/Project)
				Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	Catering Services in the conduct of Trainings (meals and Snacks)	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	168,000.00	168,000.00	N/A	Coaching Sessions/Conferences/Seminars/Support to ARBs/ARBOs
	<b>Subsidies</b>								<b>300,000.00</b>	<b>300,000.00</b>	N/A	-
	<b>MARKETING ASSISTANCE TO ARBOs</b>								<b>84,000.00</b>	<b>84,000.00</b>	N/A	-
	Catering Services in the conduct of Trainings (meals and Snacks)	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	84,000.00	84,000.00	N/A	Coaching sessions/Seminars/Support to ARBs/ARBOs
	<b>DEVELOPMENT OF ARBOs TO BECOME MF PROVIDER</b>								<b>21,000.00</b>	<b>21,000.00</b>	N/A	-
	Catering Services in the conduct of Trainings (meals and Snacks)	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	21,000.00	21,000.00	N/A	Coaching sessions/Seminars/Support to ARBs/ARBOs
	<b>ALERT Credit and Other MF Program</b>								<b>42,000.00</b>	<b>42,000.00</b>	N/A	-
	Catering Services in the conduct of Trainings (meals and Snacks)	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	42,000.00	42,000.00	N/A	-
	<b>ACCESS FACILITATION OF ARBs to PCIC and Agri-Insurance Program</b>	ARBDSP	NP-53.9 - Small Value Procurement					GoP	<b>16,000.00</b>	<b>16,000.00</b>	N/A	-
	Catering Services in the conduct of Trainings/orientation (meals and Snacks)	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	16,000.00	16,000.00	N/A	Coaching sessions/Seminars/Support to ARBs/ARBOs
	<b>CLIMATE RESILIENT FARM PRODUCTIVITY SUPPORT ( CRFPS)</b>	ARBDSP	-					GoP	<b>4,257,250.00</b>	<b>4,257,250.00</b>	N/A	-
	<b>SUSTAINABLE LIVELIHOOD SUPPORT FOR DISASTER AFFECTED AREA</b>	ARBDSP	-					GoP	<b>2,438,750.00</b>	<b>2,438,750.00</b>	N/A	-
	1.Orientation on Climate Change, Orientation of the PSPs on Livelihood projects, Info-campaign re-ARBDSP Programs and projects	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	43750.00	43750.00	N/A	Coaching sessions/Seminars/Support to ARBs/ARBOs
	Transportation cost(fuel, lubricant, etc.)	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	20,000.00	20,000.00	N/A	-
	Provision of Farm inputs	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	875,000.00	875,000.00	N/A	-
	Procurement of Farm Machinery	ARBDSP	Public Bidding	Various Dates	N/A	N/A	N/A	GoP	1,500,000.00	1,500,000.00	N/A	-
	<b>MAJOR CROP BASED BLOCK FARM PRODUCTIVITY ENHANCEMENT</b>	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	<b>1,818,500.00</b>	<b>1,818,500.00</b>	N/A	-

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				Advertisement/ Posting of IB/REI	Submission/ Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	1.Orientation on Climate Change,AES/BDS Information Driveand PSPs.,training on hybrid technology and mentoring on soil analysis and nutrients	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	17,500.00	17,500.00	N/A	-
	Transportation cost ( fuel,lubricant,etc.)	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	12,000.00	12,000.00	N/A	-
	Provision of Farm inputs	ARBDSP	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	289,000.00	289,000.00	N/A	-
	Procurement of Farm Machinery	ARBDSP	Public Bidding	Various Dates	N/A	N/A	N/A	GoP	1,500,000.00	1,500,000.00	N/A	-
	<b>TOTAL</b>	-	-						<b>6,634,500.00</b>	<b>6,634,500.00</b>	N/A	
		-	-							-	N/A	
	<b>AGRARIAN JUSTICE DELIVERY</b>	-	-							-	N/A	-
	<b>Adjudication of Agrarian Reform Cases (tier 1)</b>	-	-						<b>119,000.00</b>	119000	N/A	-
	DARAB Assessment and Catch-up Planning	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	78,750.00	78,750.00	N/A	
	Agrarian Reform Justice on Wheels	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,510.00	20,510.00	N/A	
	Staff Meeting	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	19,740.00	19,740.00	N/A	
	<b>Adjudication of Agrarian Reform Cases (tier 2)</b>								200,000.00	200,000.00	N/A	
	Training for COBs	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	N/A	
	Training for Sheriffs	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	20,000.00	20,000.00	N/A	
	Training for ICT/LCMS	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	N/A	
	Staff Meeting/Catch-Up Planning	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	60,000.00	60,000.00	N/A	
	Agrarian Reform Justice on Wheels	AJDP/PARAD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	40,000.00	40,000.00	N/A	
	<b>TOTAL</b>								<b>319000</b>	<b>319000</b>	N/A	
											N/A	
	<b>LAND TENURE SERVICES PROGRAM</b>	-	-							-	N/A	-
	<b>Procurement of Catering Services / Venue for the following activities:</b>	-	-							-	N/A	-
	<b>Training Expense</b>	-	-							-	N/A	-
	<b>1. Land Aquisition and Distribution</b>	LTID	N/A	N/A	N/A	N/A	N/A	N/A	3,160,600.00	3,160,600.00	N/A	-
	PPU Members Monthly In-House Review	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	606,000.00	606,000.00	N/A	Training Expenses
	Review and Re-orientation of DAR Issuances for Year 2024 cum Assessment and Claim Folder Documentation together with LBP, monitoring and planning of targets for CY 2025 for LTID and DARMO	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	296,600.00	296,600.00	N/A	Assessment and Planning Conference

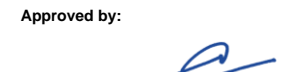
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	LTID and DARMO Year-End Assessment (2-day activity)	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	300,000.00	300,000.00	N/A	Assessment and Planning Conference
	LTID and DARMO Personnel Training Expenses needed for professional growth (GE, CE, EE Convention & LPT Convention)	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	300,000.00	300,000.00	N/A	Training Expenses
	Advanced Training of GIS Software	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	350,000.00	350,000.00	N/A	Training Expenses
	LTID and DARMO Personnel Training Expenses needed for professional growth (GE, CE, EE Convention & LPT Convention)	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	280,000.00	280,000.00	N/A	Training Expenses
	Framework Agreement, monthly meeting and DENR-LRA-DARPO-DARRO-LBP Problem Solving	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	288,000.00	288,000.00	N/A	Inter-Agency Consultation
	MARPOs Conference Problem Solving Workshop on Technical and Legal Issues with RD and ARDO for 1st and 2nd Semester	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	240,000.00	240,000.00	N/A	Assessment and Planning Conference
	Initial and Pulong-Pulong	LTID	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	500,000.00	500,000.00	N/A	Pulong pulong
	<b>TOTAL</b>	<b>LTID</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	.	<b>3,160,600.00</b>	<b>3,160,600.00</b>	N/A	.
										-	N/A	-
	<b>SUPPORT TO OPERATIONS DIVISION</b>									-	N/A	-
	<i>Procurement of Catering Services / Venue for the following activities:</i>									-	N/A	-
	<b>Training Expense and Representation Expense</b>									-	N/A	
	2025 National Womens Month	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	127,850.00	127,850.00	N/A	Planning Conference
	18th day Campaign on VAWC	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	125,750.00	125,750.00	N/A	Planning Conference
	GAD Orientation	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	89,250.00	89,250.00	N/A	Planning Conference
	SDC VIII/III(CSC)	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	54,000.00	54,000.00	N/A	.
	GACPA Annual Convention	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	40,000.00	40,000.00	N/A	Planning Conference
	Disposal Training	STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00	N/A	.

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R.A. 9184		STOD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00	N/A	.
CARP ANNIVERSARY/EMPLOYEES DAY		STOD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	85,000.00	85,000.00	N/A	.
SPMS PMT Meeting (1st and 2nd Semester)		STOD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	N/A	Planning Conference
STOD Assessment & Planning Workshop		STOD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00	N/A	Planning Conference
Provincial Review & Planning Session Cum		STOD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	36,000.00	36,000.00	N/A	.
EXECOM Meeting		STOD	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	75,000.00	75,000.00	N/A	.
Revised 2025 APP and PPMP Indicative Planning of Annual Procurement Plan for 2025 MAY 25, 2025		STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	N/A	.
Pre-2025 Endyear Assessment Cum X-mas Fellowship & Recognition Program Dec. 22, 2025		STOD	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	N/A	GoP	84,650.00	84,650.00	N/A	.
Electricity Expenses		STOD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	100,000.00	100,000.00	N/A	.
Accountable Forms Expenses		STOD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	40,000.00	40,000.00	N/A	.
Electricity Expenses		STOD	Direct Contracting	Various Dates	N/A	N/A	N/A	GoP	750,000.00	750,000.00	N/A	.
Postage and Courier Services		STOD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	85,000.00	85,000.00	N/A	.
Mobile		STOD	Direct Contracting	Various Dates	N/A	N/A	N/A	GoP	480,000.00	480,000.00	N/A	.
Landline		STOD	Direct Contracting	Various Dates	N/A	N/A	N/A	GoP	60,000.00	60,000.00	N/A	.
Internet Subscription Expenses		STOD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	290,000.00	290,000.00	N/A	.
Legal Services		STOD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	15,000.00	15,000.00	N/A	.
Auditing Services		STOD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	200,000.00	200,000.00	N/A	.
Janitorial Services		STOD	NP-53.9 - Small Value Procurement	Various Dates	N/A	N/A	N/A	GoP	700,000.00	700,000.00	N/A	.
Security Services		STOD	Public Bidding	Various Dates	N/A	N/A	N/A	GoP	1,100,000.00	1,100,000.00	N/A	.
<b>TOTAL</b>		-	.	.	.	.	.	.	<b>4,669,500.00</b>	<b>4,669,500.00</b>	.	.
.		-	.	.	.	.	.	.	.	.	.	.
<b>GRAND TOTAL</b>		.	.	.	.	.	.	.	<b>15,233,600.00</b>	<b>15,233,600.00</b>	.	.

Prepared by:  
  
**JOHN DALE S. LADDARAN**  
 Member, BAC Secretariat

Certified Funds Available:  
  
**MIRIAM U. MEDRANO**  
 OIC-Budger Officer II

Recommending Approval:  
  
**ATTY. JEREMY L. PESCADOR**  
 BAC Chairman

Approved by:  
  
**VAL M. CRISTOBAL**  
 PARPO II

  
**CHRISTIAN D. SALES**  
 BAC Vice Chairman

  
**NIKKY T. BUQUEL**  
 BAC Member

  
**NOEL C. COBALLES**  
 BAC Member

  
**ENGR. MELIZA T. TAGUIAM**  
 BAC Member