

DEPARTMENT OF AGRARIAN REFORM REGIONAL OFFICE III

Annual Procurement Plan for FY 2025

CY-2025 APP non CSE

| 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 | |
| A. SUPPLIES AND MATERIALS EXPENSES | | | | | | | | | | 3,779,000.00 | 3,779,000.00 | | |
| 50203010-01/50203010-02 | 1. OFFICE SUPPLIES EXPENSES | | | | | | | | | 1,785,000.00 | 1,785,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50203010-01 | ICT Office supplies | All Sector | NO | NP-53.9 - Small Value Procurement | Jan to Dec | N/A | Quarterly | Quarterly | GoP | 215,000.00 | 215,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50203010-02 | Office Supplies Expenses | All Sector | NO | NP-53.5 Agency-to-Agency | Jan to Dec | N/A | Quarterly | Quarterly | GoP | 1,570,000.00 | 1,570,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020302000 | 2. ACCOUNTABLE FORMS EXPENSES | All Sector | NO | Direct Contracting | Jan to Dec | N/A | Quarterly | Quarterly | GoP | 10,000.00 | 10,000.00 | | GASS |
| 5020309000 | 3. FUEL, OIL AND LUBRICANTS EXPENSES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 845,000.00 | 845,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50203210-02/50203210-03/ | 4. SEMI-EXPENDABLE MACHINERY AND EQUIPMENT EXPENSES | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 388,000.00 | 388,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50203210-02 | Office Equipment | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 130,000.00 | 130,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50203210-03 | Information and Communications Technology Equipment | STOD | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 135,000.00 | 135,000.00 | | GASS |
| 50203210-11 | Printing Equipment | STOD | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 123,000.00 | 123,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |

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|----------------------------------|---|---------------|---|---------------------|--|----------------------------|-----------------|------------------|-----------------|------------------------|--------------|----|---|
| | | | | | Advertisement/Posting of IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 50203220-01/5020399000 | 5. SEMI-EXPENDABLE FURNITURE, FIXTURES AND BOOKS EXPENSES | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 45,000.00 | 45,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50203220-01 | Furniture and Fixtures | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 45,000.00 | 45,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020399000 | 6. OTHER SUPPLIES AND MATERIALS EXPENSES | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 706,000.00 | 706,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| B. UTILITY EXPENSES | | | | | | | | | | 2,107,000.00 | 2,107,000.00 | | |
| 5020401000 | 1. WATER EXPENSES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 338,000.00 | 338,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020402000 | 2. ELECTRICITY EXPENSES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 1,769,000.00 | 1,769,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| C. COMMUNICATION EXPENSES | | | | | | | | | | 1,458,000.00 | 1,458,000.00 | | |
| 5020501000 | 1. POSTAGE AND COURIER SERVICES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 780,000.00 | 780,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50205020-01/50205020-02 | 2. TELEPHONE EXPENSES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 429,000.00 | 429,000.00 | | GASS |
| 50205020-01 | Mobile | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 333,000.00 | 333,000.00 | | GASS |

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| | | | | | Advertisement/Posting of IB/REI | Submission/Opening of Bids | Notice of Award | Contract Signing | | Total | MOOE | CO | |
| 50205020-02 | Landline | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 96,000.00 | 96,000.00 | | GASS |
| 5020503000 | 3. INTERNET SUBSCRIPTION EXPENSES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 228,000.00 | 228,000.00 | | GASS |
| 5020504000 | 4. CABLE, SATELITE, TELEGRAPH AND RADIO EXPENSES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 21,000.00 | 21,000.00 | | GASS |
| D. CONFIDENTIAL, INTELLIGENCE AND EXTRAORDINARY EXPENSES | | | | | | | | | | 272,000.00 | 272,000.00 | | |
| 5021003000 | 1. EXTRA ORDINARY AND MISCELLANEOUS EXPENSES | All Sector | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 272,000.00 | 272,000.00 | | GASS |
| E. PROFESSIONAL SERVICES | | | | | | | | | | 3,714,000.00 | 3,714,000.00 | | |
| 5021101000 | 1. LEGAL SERVICES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 79,000.00 | 79,000.00 | | LEGAL/GASS |
| 5021102000 | 2. AUDITING SERVICES | STOD | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 150,000.00 | 150,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDS |
| 5021199000 | 3. OTHER PROFESSIONAL SERVICES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 3,485,000.00 | 3,485,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDS |
| F. GENERAL SERVICES | | | | | | | | | | 1,630,000.00 | 1,630,000.00 | | |
| 5021203000 | 1. SECURITY SERVICES | STOD | YES | Competitive Bidding | October , 2024 | November, 2024 | December, 2024 | January, 2025 | GoP | 1,490,000.00 | 1,490,000.00 | | GASS |

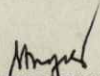
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| 502112990-99 | 3. OTHER GENERAL SERVICES | All Sector | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 140,000.00 | 140,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| G. REPAIRS AND MAINTENANCE | | | | | | | | | | 532,000.00 | 532,000.00 | | |
| Repair and Maintenance-Machinery and Equipment | | | | | | | | | | | | | |
| 50213050-03 | 1. Office Equipment | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 20,000.00 | 20,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50213060-01 | 2. Information and Communication Technology Equipment | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 142,000.00 | 142,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| Repair and Maintenance- Transportation Equipment | | | | | | | | | | | | | |
| 50213060-01 | 1. Motor Vehicles | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 370,000.00 | 370,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| H. TAXES, INSURANCE PREMIUMS AND OTHER FEES | | | | | | | | | | 215,000.00 | 215,000.00 | | |
| 200000100001000 | Fidelity Bond Premiums | STOD | NO | NP-53.5 Agency-to-Agency | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 155,000.00 | 155,000.00 | | GASS |
| 200000100001000 | Insurance Expenses | STOD | NO | NP-53.5 Agency-to-Agency | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 60,000.00 | 60,000.00 | | GASS |
| I. OTHER MAINTENANCE AND OPERATING EXPENSES | | | | | | | | | | 5,661,000.00 | 5,661,000.00 | | |
| 5029902000 | Printing and Publication Expenses | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 200,000.00 | 200,000.00 | | Gen. Admin Support /STOD |
| 5029903000 | Representation Expense (meal expenses) | All Sector | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 667,000.00 | 667,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |

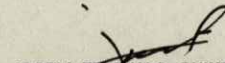
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| 10000100001000 | RENT/LEASE EXPENSES | | | | | | | | | 4,544,000.00 | 4,544,000.00 | | GASS |
| 50299050-01 | Rents-Building and Structure | STOD | NO | Small Value Procurement under Lease of Property and Venue | N/A | N/A | N/A | N/A | GoP | 4,392,000.00 | 4,392,000.00 | | GASS |
| 50213050-03 | Rents-Motor Vehicles | All Sector | NO | Shopping | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 152,000.00 | 152,000.00 | | |
| 5029906000 | Membership Dues and Contributions to Organizations | All Sector | NO | NP-53.5 Agency-to-Agency | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 50,000.00 | 50,000.00 | | GASS |
| 50299070-01 | SUBSCRIPTION EXPENSES | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 200,000.00 | 200,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 50299070-01 | ICT Software Subscription | All Sector | NO | Direct Contracting | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 200,000.00 | 200,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| J. TRAINING AND SCHOLARSHIP EXPENSES | | | | | | | | | | 3,365,000.00 | 3,365,000.00 | | |
| 5020101000 | Training Expenses | | | | | | | | | 3,365,000.00 | 3,365,000.00 | | |
| 5020101000 | Seminars | STOD | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 500,000.00 | 500,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | | STO-PME | NO | NP-53.10-Lease of Real Property and Venue | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 330,000.00 | 330,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | Trainings | STOD | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 200,000.00 | 200,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | | STO-PME | NO | NP-53.10-Lease of Real Property and Venue | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 320,000.00 | 320,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | Briefings/Conferences | STOD | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 200,000.00 | 200,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | | STO-PME | NO | NP-53.10-Lease of Real Property and Venue | Jan-June | N/A | Jan-June | Jan-June | GoP | 325,000.00 | 325,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | Workshops | STOD | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 200,000.00 | 200,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |

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| 5020101000 | | STO-ARIE | NO | NP-53.10-Lease of Real Property and Venue | Jan-June | N/A | Jan-June | Jan-June | GoP | 200,000.00 | 200,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | Assessment | STOD | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 200,000.00 | 200,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | | STO-PME/GASS/LTSSM | NO | NP-53.10-Lease of Real Property and Venue | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 717,000.00 | 717,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| 5020101000 | Meetings | STOD | NO | NP-53.9 - Small Value Procurement | Jan-Dec | N/A | Jan-Dec | Jan-Dec | GoP | 173,000.00 | 173,000.00 | | Gen Admin and Support/STOD/Planning Monitoring & Evaluation/LTSP/Supervision & Management/AJDP/ARBDSP |
| TOTAL | | | | | | | | | | 22,733,000.00 | 22,733,000.00 | | |

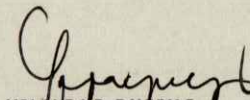
BIDS AND AWARDS COMMITTEE:

Prepared by:

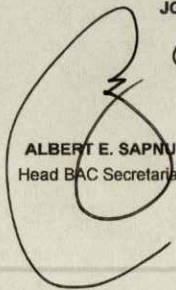

SOCORRO S. TAYAG
BAC Secretariat



JOSELL FERNAN Q. GUINTU
Supply Officer

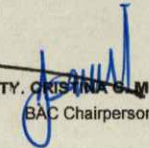

JOSELITO G. AGUINALDO
Member


YOLANDA P. PAYUYAO
Member


LILIAN C. DELA CRUZ
Member

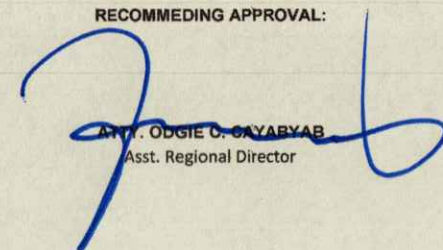

ALBERT E. SAPNU
Head BAC Secretariat



ILUMINADO OCAMPO
BAC Vice-Chairperson


ATTY. KRISTINA S. MIGUEL
BAC Chairperson

Verified by:


MARLYN P. ROMERO
Budget Officer

RECOMMENDING APPROVAL:

ATTY. ODGIE C. CAYABYAB
Asst. Regional Director

APPROVED BY:

JAMES ARSEMIO C. PONCE, DESO III
Head of Procuring Entity/Regional Director