

Department of Public Works and Highways



Republic of the Philippines  
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS  
**SIQUIJOR DISTRICT ENGINEERING OFFICE**  
REGIONAL OFFICE VII  
Laneta, Siquijor

**FINAL ANNUAL PROCUREMENT PLAN FOR FY 2018**

| CODE (PAP) | Procurement Program/Project | PMO/End-User | Mode of Procurement | Schedule for Each Procurement Activity |                        |                    |                     | Source of Funds | Estimated Budget (Php) |      |    | REMARKS<br>Brief Description of Program/Project |
|------------|-----------------------------|--------------|---------------------|----------------------------------------|------------------------|--------------------|---------------------|-----------------|------------------------|------|----|-------------------------------------------------|
|            |                             |              |                     | Advertisement<br>Posting of RFO        | Sub/Opening<br>of Bids | Notice of<br>Award | Contract<br>Signing |                 | Total                  | MORF | CO |                                                 |
|            | NONE                        |              |                     |                                        |                        |                    |                     |                 |                        |      |    |                                                 |

Prepared by:

ELSA C. JUMADLA  
Head, Procurement Staff  
Date:         

Recommending Approval:

ERNE P. GONGB  
BAC Chairman, Chief, Const. Section  
Date:         

Approved:

ELVIS C. CALUNOD  
District Engineer  
Date:

DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Procurement/ Contract ID  
Contract Name N - O - N - E  
Contract Location



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**FINAL PROJECT PROCUREMENT MANAGEMENT PLAN FY2018  
FOR CONSULTANCY SERVICES**

1. Brief Scope of Works \_\_\_\_\_
2. Project Cost / Approved Budget for the Contract: \_\_\_\_\_
3. Readiness of the Contract for Procurement
  - 3.1 Availability of Fund NEP/GAA Year 2017 PAPs Code \_\_\_\_\_, Amount \_\_\_\_\_
  - 3.2 Completed and Approved Bidding Document: Yes \_\_\_\_\_ No \_\_\_\_\_
4. Contract Implementation Schedule
  - 4.1 Contract Duration \_\_\_\_\_
  - 4.2 Target Start Date of Contract \_\_\_\_\_
  - 4.3 Target Completion Date of Contract \_\_\_\_\_
5. Proposed Procurement Method: By Consulting Services \_\_\_\_\_ Others (Specify) \_\_\_\_\_

6. Procurement Schedule

|      | Activity                          | Date |    | No. of cal. days |
|------|-----------------------------------|------|----|------------------|
|      |                                   | From | To |                  |
| 6.1  | Preparation of Bidding Documents  |      |    |                  |
| 6.2  | Pre-Procurement Conference        |      |    |                  |
| 6.3  | Advertisement of RFOI             |      |    |                  |
| 6.4  | Eligibility Check                 |      |    |                  |
| 6.5  | Shortlisting                      |      |    |                  |
| 6.6  | Issuance of Request for Proposals |      |    |                  |
| 6.7  | Pre-Bid Conference                |      |    |                  |
| 6.8  | Receipt and Opening of Bids       |      |    |                  |
| 6.9  | Evaluation of Bids                |      |    |                  |
| 6.10 | Negotiation                       |      |    |                  |
| 6.11 | Post-Qualification                |      |    |                  |
| 6.12 | Award of Contract                 |      |    |                  |

7. Contract Processing

|     | Activity                           | Date |    | No. of cal. days |
|-----|------------------------------------|------|----|------------------|
|     |                                    | From | To |                  |
| 7.1 | Perfection and Signing of Contract |      |    |                  |
| 7.2 | Approval of Contract               |      |    |                  |
| 7.3 | Notice to Proceed                  |      |    |                  |

Submitted by:

Reviewed by:

Approved by:

**ERMIE P. GONGOR**  
Chief, Construction Section  
Date: \_\_\_\_\_

**ISMAELITA G. MANIQUEZ**  
Administrative Officer IV (B.O. III)  
Date: \_\_\_\_\_

**ELVIS G. GONOD**  
District Engineer  
Date: \_\_\_\_\_