

Department of Public Works and Highways

Guimaras District Engineering Office
San Miguel, Jordan, Guimaras

ANNUAL PROCUREMENT PLAN FOR FY 2020

Standard Coding (Procurement ID/Contract ID)	Procurement Project (Contract Name)	PMO/ End-User (IU)	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget			Remarks (Brief Description of Project)
				Advt/Posting of IB/REOI	Submn/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
FIRST QUARTER												
	Purchase of Common Janitorial Supplies for use of Administrative Section	Administrative Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	68,900.00	68,900.00		
	Purchase of plastic Cabinet and Wall Clock for use of this Office	Administrative Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	3,500.00	3,500.00		
	Purchase of ICT Equipment for use of this Office	various Sections	PUBLIC BIDDING/ SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	1,250,000.00	1,250,000.00		
	Purchase of Common Office Supplies for use of Planning & Design Section	Planning & Design Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	439,690.00	439,690.00		
	Purchase of Common Computer Supplies/Consumables for use of Planning & Design Section	Planning & Design Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	497,450.00	497,450.00		
	Purchase of Common Office Supplies for use of Construction Section	Construction Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	356,616.00	356,616.00		
	Purchase of Common Computer Supplies and Common Office Devices Consumables for use of Construction Section	Construction Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	363,800.00	363,800.00		
	Purchase of Common Office Supplies for use of Finance Section	Finance Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	121,800.00	121,800.00		

PREPARED BY:


MEREDITH L. CURTOM
Engineer III
Head, RAC Secretariat

RECOMMENDING APPROVAL:


RAFAEL RIORITO O. ESTORQUE
Chief, Quality Assurance Section
RAC Chairman

APPROVED:


RHODORA B. NUÑAL
District Engineer

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FIRST QUARTER												
	Purchase of Common Computer Supplies for use of Finance Section	Finance Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	EAO	115,000.00	115,000.00		
	Purchase of Materials for use in the repair and maintenance of National Roads	Maintenance Section	PUBLIC BIDDING/ SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	3,587,928.00		3,587,928.00	
	Purchase of Tires for use of various vehicles and equipments	Maintenance Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	94,000.00		94,000.00	
	Purchase of Spareparts for use in the repair and maintenance of various vehicles and equipments	Maintenance Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	453,782.18		453,782.18	
	Purchase of batteries for the maintenance of various vehicles and equipments	Maintenance Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	177,000.00		177,000.00	
	Purchase of Oil and Lubricants for use of various vehicles and equipment	Maintenance Section	SHOPPING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	401,700.00		401,700.00	
	Purchase of Fuel for use of various service vehicles and equipments	Maintenance Section	PUBLIC BIDDING	1st Quarter	1st Quarter	1st Quarter	1st Quarter	GAA	607,500.00		607,500.00	

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				Advt/Posting of IB/REOI	Submn/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
SECOND QUARTER												
	Purchase of materials for use in the repair and maintenance of National Road	Maintenance Section	PUBLIC BIDDING/SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	3,081,246.00		3,081,246.00	
	Purchase of Tires for use of various vehicles and equipments	Maintenance Section	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	190,000.00		190,000.00	
	Purchase of Oil and Lubricants for use of various vehicles and equipment	Maintenance Section	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	152,750.00		152,750.00	
	-											
	Purchase of Fuel for use of various service vehicles and equipments	Maintenance Section	PUBLIC BIDDING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	607,500.00		607,500.00	
	-											
	Rehabilitation of various equipments	Maintenance Section	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	399,982.33		399,982.33	
	Purchase of Common Office Supplies for use of Maintenance Section	Maintenance Section	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	GAA	79,181.00		79,181.00	
	Purchase of Common Office Supplies for use of Procurement Unit, this Office	Procurement Unit	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	EAO	25,990.00	25,990.00		
	Purchase of Common Computer Supplies Consumables for use of Procurement Unit, this Office	Procurement Unit	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	EAO	10,450.00	10,450.00		

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				Advt/Posting of IB/REOI	Submn/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
SECOND QUARTER												
	Purchase of Common Office Supplies for use of Quality Assurance Section	Quality Assurance Section	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	EAO	152,070.00	152,070.00		
	Purchase of Common Computer Supplies/Consumables and Plastic Cabinet for use of Quality Assurance Section	Quality Assurance Section	SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	EAO	89,000.00	89,000.00		
	Purchase of ICT Equipment for use of various Sections	various Section	PUBLIC BIDDING / SHOPPING	2nd Quarter	2nd Quarter	2nd Quarter	2nd Quarter	EAO	1,255,000.00	1,255,000.00		
THIRD QUARTER												
	Purchase of ICT Equipment for use of various Sections	various Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	EAO	486,000.00	486,000.00		
	Purchase of Common Office Supplies for use of Administrative Section	Administrative Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	EAO	144,700.00	144,700.00		
	Purchase of Common Janitorial Supplies and Wall Clock for use of Administrative Section	Administrative Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	EAO	142,100.00	142,100.00		
	Purchase of Common Office Supplies for use of Planning & Design Section	Planning & Design Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	EAO	459,970.00	459,970.00		

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				Advt/Posting of IB/REOI	Submn/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
THIRD QUARTER												
	Purchase of Common Computer Supplies Consumables for use of Planning & Design Section	Planning & Design Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	EAO	443,700.00	443,700.00		
	Purchase of Common Office Supplies for use of Quality Assurance Section	Quality Assurance Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	EAO	106,430.00	106,430.00		
	Purchase of Common Computer Supplies Consumables	Quality Assurance Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	EAO	77,000.00	77,000.00		
	Purchase of Materials for the repair and maintenance of road and bridges	Maintenance Section	PUBLIC BIDDING/SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	4,355,110.00		4,355,110.00	
	Purchase of Tires for use of various vehicles and equipments	Maintenance Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	138,000.00		138,000.00	
	Purchase of spareparts for the repair and maintenance of various vehicles and equipments	Maintenance Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	453,782.18		453,782.18	
	Purchase of battery for use of various vehicles and equipments	Maintenance Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	135,000.00		135,000.00	

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THIRD QUARTER												
	Purchase of Oil and Lubricants for use of various vehicles and equipments	Maintenance Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	413,700.00		413,700.00	
	Purchase of Fuel for use of various vehicles and equipments	Maintenance Section	PUBLIC BIDDING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	607,500.00		607,500.00	
	Rehabilitation of various equipments	Maintenance Section	SHOPPING	3rd Quarter	3rd Quarter	3rd Quarter	3rd Quarter	GAA	399,982.33		399,982.33	
FOURTH QUARTER												
	Purchase of Materials for the repair and maintenance of road and bridges	Maintenance Section	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GAA	2,405,920.00		2,405,920.00	
	Purchase of Tires for use of various vehicles and equipments	Maintenance Section	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GAA	58,000.00		58,000.00	
	Purchase of Oil and Lubricants for use of various vehicles and equipments	Maintenance Section	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GAA	152,750.00		152,750.00	
	Purchase of Fuel for use of various vehicles and equipments	Maintenance Section	PUBLIC BIDDING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GAA	607,500.00		607,500.00	
	Purchase of Common Office Supplies for use of Maintenance Section	Maintenance Section	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	GAA	79,181.00		79,181.00	

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				Advt/Posting of IB/REOI	Submn/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
FOURTH QUARTER												
	Purchase of Common Office Supplies for use of Procurement Unit	Procurement Unit	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	EAO	33,250.00	33,250.00		
	Purchase of Common Computer Supplies Consumables for use of Procurement Unit	Procurement Unit	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	EAO	5,500.00	5,500.00		
	Purchase of Office Equipment for use in Bids and Awards Committee	BAC	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	EAO	28,200.00	28,200.00		
	Purchase of ICT Equipment for use of various Section	various Sections	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	EAO	486,000.00	486,000.00		
	Purchase of Common Computer Supplies for use of Administrative Section	Administrative Section	SHOPPING	4th Quarter	4th Quarter	4th Quarter	4th Quarter	EAO	31,900.00	31,900.00		

DEFINITION

Remarks

1. PROGRAM (BESF)– A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.

Programs and projects should be aligned with budget documents, and especially those posted at the PhilGeps.

2. PROJECT (BESF)– Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.

3. PMO/End User - Unit as proponent of program or project

4. Mode of Procurement - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.

5. Schedule for Each Procurement Activity - Major procurement activities (advertising/posting; submission and receipt/Opening of bids; award of contract; contract signing).

6. Source of Funds - Whether GoP, Foreign Assisted or Special Purpose Fund

7. Estimated Budget - Agency approved estimate of project/program costs

8. Remarks - brief description of program or project

Breakdown into mooe and co for tracking purposes; aligned with budget documents

Any remark that will help GPPB track programs and projects

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