

Name of Procuring Entity :	Request for Quotation (P.R. No.) :
Revised on :	Date : MAR 01 2024
Standard Form/Title :	Office/End-User :

Printed Name / Signature / Date  
Tel No. / Cellphone No. / E-mail Address

# DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS


Name of Office: **BOHOL 2ND DEO**  
Office Location : **Ubay, Bohol**

## FINAL ANNUAL PROCUREMENT PLAN FOR FY 2024

PROCUREMENT SCHEDULE										
P.R. No.	Contract Package (Description)	Procurement Method	ABC <sup>2</sup> (Fund Source)	Pre-Procurement Conference (1 c.d.)	Advertisement (7 c.d.)	Pre-Bid Conference (1 c.d.) 12 c.d before submission of bid	Submission and Receipts of Bids (1 c.d.)	Bid Evaluation (1 c.d.)	Post-Qualification (1 c.d.)	Award of Contract (2 c.d.)
	Common Office Supplies									
	1. Common Office Supplies	shopping	6,138,822.62							
	2. Common Computer Supplies/Consumables	shopping	13,172,981.90							
	3. Common Janitorials Supplies	shopping	963,860.70							
	4. Common Office Equipment	shopping	4,268,569.00							
	5. IT Equipment and Software	shopping	30,962,733.59							
	6. Common Electrical Supplies	shopping	1,462,373.50							
	7. Other Categories	Public Bidding/Shopping	117,084,804.77							
	INVENTORY									
	1. Inventory/Common Office Supplies	shopping	881,625.50							
	2. Inventory/Common Computer Supplies	shopping	2,559,684.90							
	3. Inventory/Common Office Devices	shopping	113,165.80							
	4. Inventory/Common Janitorials Supplies	shopping	217,229.12							
	5. Inventory/Common Office Equipment	shopping	151,472.00							
	6. Inventory/IT Equipment and Software		161,200.00							
Total Budget Amount			Php	178,138,523.40						
RECOMMENDED BY:				APPROVED BY:						

  
**PRIMITIVA E. ABAN**  
Procurement Engineer

  
**MARTIN A. DELARADA**  
BAC Chairman

  
**FERNANDO J. TALAGSA**  
OIC - District Engineer

1PR No. = Purchase Request No.  
2ABC = Approved Budget for the Contract

The BAC Secretariat shall consolidate all the Project Procurement Management Plans (PPMP) prepared by the Project Management Offices (PMOs) into an Annual Procurement Plan (APP). The APP shall bear the approval of the head of the procuring entity. Updating the PPMP and the consolidated APP shall be undertaken every six (6) months or as often as required by the head of the procuring entity.



DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

Name of Office: MAINTENANCE SECTION  
Office Location: Boro 2ND DEO, LIBAY BORO

UPDATED PROJECT PROCUREMENT MANAGEMENT PLAN FOR FY 2024

P.R. No. 1	Contract Package (Description)	Procurement Method	1ST QTR.	2ND QTR.	3RD QTR.	4TH QTR.	ABC's (Fund Source)	Pre-Procurement Conference (1 c.d.)	Adjudication (17 c.d.)	Conference (1 c.d.) 13- of before submission of bid	Submission and Receipts of bids (1 c.d.)	Bid Evaluation (1 c.d.)	Final Qualification Contract (1 c.d.)	Amend of Contract (2 c.d.)
<b>Common</b>														
	1. Common Office Supplies/ Goods	shop/physical	143,835.00	143,671.00	139,471.00	148,036.00	579,014.00							
	2. Common Computer Supplies/Consumable	shop/physical	308,750.00	308,750.00	308,750.00	308,750.00	1,235,000.00							
	3. Common Janitorials Supplies	shop/physical	1,000.00	6,511.40	4,411.40	6,911.40	18,234.20							
	4. Common Office Equipment	shop/physical	160,000.00		180,000.00		360,000.00							
	5. IT Equipment and Software	shop/physical	1,400,000.00			1,000,000.00	2,400,000.00							
	6. Common Electrical Supplies	shop/physical												
	7. Service Vehicles and Equipment	shop/physical												
	8. Fuels and Oils	shop/physical		990,000.00			990,000.00							
	9. Heavy Equipment Road Rental	shop/physical		335,986.00			335,986.00							
	10. Other Categories	shop/physical	9,098,800.30	4,164,079.00	6,727,070.00	6,065,984.00	26,055,929.30							
<b>INVENTORY</b>														
	1. Inventory/ Common Office Supplies	shop/physical												
	2. Inventory/ Common Computer Supplies	shop/physical	3,950.00	9,890.00	3,000.00	11,950.00	30,790.00							
	3. Inventory/ Common Office Devices	shop/physical												
	4. Inventory/ Common Janitorials Supplies	shop/physical												
	5. Inventory/ Common Office Equipment	shop/physical												
	6. Inventory/ IT Equipment and Software	shop/physical												
<b>TOTAL EVERY QTR.</b>			11,138,336.30	5,560,285.40	7,382,702.40	7,541,631.40	32,004,955.50							
<b>Total Budget Amount</b>			<b>32,004,955.50</b>											
<b>PREPARED BY:</b>			<b>PHY</b>											
<b>APPROVED BY:</b>			<b>(To be included in the GSWH Budget Proposal)</b>											

YANIL M. GABATO  
Data Engineer I

NIKOLA VERTUDAZO  
Budget Officer 1

RODRIGO E. SIKATOK  
CIP- Chief Maintenance Section

Form No. 4 Purchase Request No.  
ABC = Approved Budget for the Contract

The BMC Department shall consolidate all the Project Procurement Management Plan (PPMP) prepared by the Project Management Office (PMO) into an Annual Procurement Plan (APP). The APP shall bear the approval of the head of the procuring entity, indicating the year and the consolidated APP shall be submitted every six (6) months or as often as required by the head of the procuring entity.

**ITEMIZED LIST OF GOODS**  
PPM, FY 2024

Service/Request: **MAINTENANCE SECTION**  
Contract: **DPW-Island 2<sup>nd</sup> District Engineering Office, Utay, Sabal**

Category / Nature and Description / Specification	UNIT		TOTAL		1ST QTR		2ND QTR		3RD QTR		4TH QTR	
	UNIT	PRICE	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT	QTY	AMOUNT
<b>FUEL AND OILS</b>												
1. Heavy Fuel Oil (HFO) 180 Cst	lts.	2.50	120	300.00								
<b>TOTAL EVERY QTR</b>												
<b>PROGRAM TOTAL AMOUNT</b>				<b>300.00</b>								

*[Signature]*  
**VAN KIRIA, GABATO**  
Chief Engineer

**THERESA OLIVERA F. LOPES**  
Supply Officer II