

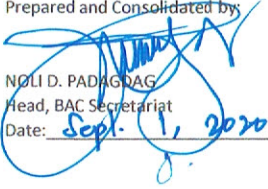
DEPARTMENT OF SCIENCE AND TECHNOLOGY
Regional Office No. VIII
Government Center Candahug, Palo, Leyte

INDICATIVE ANNUAL PROCUREMENT PLAN for FY 2021

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	
	I. Common use Office Supplies and Equipment (CSE)											
	1. Common-use Office Supplies and Equipment available at PS	FASD	NP- Agency to Agency	N/A				GAA	500,000.00	500,000.00		To be procured based on the quarterly requests or as the need arises; To be procured from DBM-PS and various suppliers if not available in DBM -PS
	2. Common-use Office Supplies and Equipment not available at PS								400,000.00	400,000.00		
	II. Non-common-use Office Supplies and Equipment											
	1. Accountable Forms		Shopping/Small Value					GAA	15,000.00	15,000.00		
	2. Drugs and Medicines		Shopping					GAA	20,000.00	20,000.00		
	3. Medical, Dental, & Laboratory Supplies		NP- Small Value/DC					GAA	400,000.00	400,000.00		
	4. Fuel, Oil & Lubricants		NP-Small Value/DC					GAA	300,000.00	300,000.00		
	5. Semi-expandable Exp- Machinery		Shopping/Small Value					GAA	80,000.00	80,000.00		
	6. Other Supplies & Materials		Shopping/Small Value					GAA	424,000.00	424,000.00		
	IV. Utilities											
	1. Water Expenses		Direct Contracting	on a monthly transaction				GAA	80,000.00	80,000.00		
	2. Electricity Expenses		Direct Contracting	on a monthly transaction				GAA	2,100,000.00	2,100,000.00		
	V. Communication								585,000.00	585,000.00		
	1. Postage & Courier Expenses		NP-Small Value					GAA	80,000.00	80,000.00		
	2. Telephone (mobile)		Direct Contracting	on a monthly transaction				GAA	80,000.00	80,000.00		
	3. Telephone (landline)		Direct Contracting	on a monthly transaction				GAA	125,000.00	125,000.00		
	4. Internet Connection		Direct Contracting	on a monthly transaction				GAA	270,000.00	270,000.00		
	5. Cable Television Service		Direct Contracting	on a monthly transaction				GAA	30,000.00	30,000.00		
	Rewards / Awards and Prizes											
	1. Rewards / Awards								10,000.00	10,000.00		
	VI. Professional								280,000.00	280,000.00		
	1. Professional Services		NP-Small Value					GAA	180,000.00	180,000.00		Procurement of professional services will be on a " need to procure" basis
	VIII. General Services											
	1. Security Services		Public Bidding	Oct.2020	Oct.2020	January CY 2021	January CY 2021	GAA	950,000.00	950,000.00		To assist in the maintenance of cleanliness of the office (EPA)

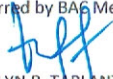
		Public Bidding	Oct.2020	Oct.2020	January CY 2021	January CY 2021					
2. Janitorial Services							GAA	980,000.00	980,000.00		To secure the office from imminent danger/threats (EPA)
3. Other General Services								1,103,000.00	1,103,000.00		To assist in the implementation of various programs and services
IX. Repair and Maintenance											
1.Land Improvements							GAA	400,000.00	400,000.00		Construction of PSTC Biliran Carport and Pavement and Fabrication and Installation of Shed/Tent for PSTC Leyte, Eastern Samar, Samar and Northern Samar, Demolition of Bamboo House.
2. Building & Other Structures		Public Bidding	Oct.2020	Oct.2020	January CY 2021	January CY 2021	GAA	1,627,000.00	1,627,000.00		Repainting of DOST Regional Office No.VIII Bldg, Repair of PSTC Samar Office Bldg, SSU Compd.Catbalogan City, Samar, Repair of PSTC Northern Samar Office Bldg,UEP Compd.,Catarman,Northern Samar,Repair of PSTC Leyte Office Bldg, Electrical Works and Water Proofing, Repainting of Roofing of PSTC E. Samar Office Bldg
3.Office Equipment								50,000.00	50,000.00		As the need arises and to procured/repaired on various repair shops
4. ICT Equipment								50,000.00	50,000.00		As the need arises and to procured/repaired on various repair shops
5.Technical and Scientific Equipment								50,000.00	50,000.00		As the need arises and to procured/repaired on various repair shops
6.Transportation Equipment								300,000.00	300,000.00		As the need arises and to procured/repaired on various repair shops
7. Furniture and Fixtures								10,000.00	10,000.00		procured/repaired on various repair
X. Taxes,Insurance Premium and Other Fees											
1.Taxes, Duties & Licenses								30,000.00	30,000.00		
2.Fidelity Bond Premiums								55,000.00	55,000.00		
3.Insurance Premium (Vehicles / Building, Equipment)		Agency to Agency					GAA	1,000,000.00	1,000,000.00		Insurance coverage of DOST8 properties including office equipment furnitures and fixtures,8 motor vehicles
XI.Other Maintenance & Operating		NP-Small Value									
1.Advertising Expenses								20,000.00	20,000.00		Procurement of Tarpauline printing of various exhibit materials during inter-agency exhibits.
2.Printing an Binding								50,000.00	50,000.00		
3.Representation Expenses								700,000.00	700,000.00		To be awarded to various service providers - caterers/hotels/restaurant, as the need arises
4.Transportation & Delivery								100,000.00	100,000.00		
5.Membership Dues & Cont. to Orgns.								100,000.00	100,000.00		
6.Subscription								20,000.00	20,000.00		
7.Other MOOE								500,000.00	500,000.00		
Grand Total								14,054,000.00			

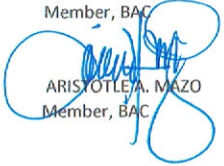
Prepared and Consolidated by:

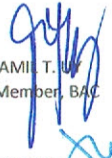

NOLI D. PADAGDAG
Head, BAC Secretariat

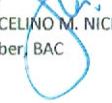
Date: Sept. 1, 2020

Concurred by BAC Members:


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