

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

ANNUAL PROCUREMENT PLAN for FY 2023

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	755,897.00	755,897.00		To be procured based on the quarterly requests or as the need arises; To be procured from DBM-PS.
	2. Common-use Office Supplies and Equipment not available at PS		SVP/Shopping						150,840.00	150,840.00		Other items not available at PS-DBM but regularly purchased from other sources.
	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-expendable 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	120,000.00	120,000.00		
	2. Electricity Expenses		Direct Contracting	on a monthly transaction				GAA	2,100,000.00	2,100,000.00		
	V. Communication											
	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											
	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					GAA	950,000.00	950,000.00		To assist in the maintenance of cleanliness of the office (EPA)
	2. Janitorial Services		Public Bidding					GAA	980,000.00	980,000.00		To secure the office from imminent danger/threats (EPA)
	3. Other General Services								1,507,000.00	1,507,000.00		To assist in the implementation of various programs and services

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	IX. Repair and Maintenance											
	1.Buildings & Other Structures											Procurement of various repair and maintenance facilities/Bldg of DOST8 CY 2023 (Early Procurement Activities)
	Repair and Maintenance of DOST8 Regional Office Bldg., Gov't. Center, Candahug, Palo, Leyte		Public Bidding						152,000.00	152,000.00		
	Repair and Maintenance of Metrology and Calibration Office Bldg., Gov't. Center, Candahug, Palo, Leyte								184,000.00	184,000.00		
	Repair and Maintenance of PSTC Leyte Office Bldg., Gov't. Center, Candahug, Palo, Leyte								140,000.00	140,000.00		
	Repair and Maintenance of PSTC Northern Samar Office Bldg., UEP Compd., Catarman, Northern Samar.								126,000.00	126,000.00		
	Repair and Maintenance of PSTC Samar Office Bldg., Phase 1 – Water Tank Platform and Water System.								103,000.00	103,000.00		
	Repair and Maintenance of PSTC Eastern Samar Office Bldg. Phase 1 – Rehabilitation of PSTC Eastern Samar Electrical System and Restoration of Generator Set.								154,000.00	154,000.00		
	2..Repair and maintenance - Other Land								400,000.00	400,000.00		Repair of DOST8 Building
	3.Repair and matenance - M & E - Office								50,000.00	50,000.00		As the need arises and to procured/repai red on various repair shops
	4.Repair and maintenance - M & E - Technical								50,000.00	50,000.00		As the need arises and to procured/repai red on various repair shops
	5.Repair and maintenance - Transportation								300,000.00	300,000.00		As the need arises and to procured/repai red on various repair shops
	6.Repair and maintenance - Furniture and Fixture								100,000.00	100,000.00		As the need arises and to procured/repai red on various repair shops
	X.Subsidies - Other								76,428,000.00	76,428,000.00		
	XI. 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
	XII..Other Maintenance & Operating											
	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		

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	3.Representation Expenses		SVP						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.								110,000.00	110,000.00		
	6.Subscription								20,000.00	20,000.00		
	7.Other MOOE								600,000.00	600,000.00		
	XIII. Laboratory Equipment	Public Bidding							43,000,000.00		43,000,000.00	
Grand Total									132,449,737.00	89,449,737.00	43,000,000.00	

Prepared and Consolidated by:

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Date: _____

Recommending Approval:

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Approved by:

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Regional Director