

CY 2021 ANNUAL PROCUREMENT PLAN (INDICATIVE)

| 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/Project) |
|------------|------------------------------------|--------------|---------------------|--|------------------|--------------|-------------------------------------|-----------------|----------------|-----------|-----------------|------------------|-------------------|---------------------|---------------------|-----------------|------------------------|---------|---------|--|
| | | | | Pre-Proc Conference | Ads/Post of IAEB | Pre-bid Conf | Eligibility Check | Sub/Opn of Bids | Bid Evaluation | Post Qual | Notice of Award | Contract Signing | Notice to Proceed | Delivery/Completion | Acceptance/Turnover | | Total | MOOE | CO | |
| I. | MOOE | | | | | | | | | | | | | | | | | | | |
| A. | Supplies and Materials | | | | | | | | | | | | | | | | | | | |
| | Office Supplies Expenses | NTCRIV-A | Shopping | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 600,000 | 600,000 | |
| | Fuel, Oils & Lubricants | NTCRIV-A | DC | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 400,000 | 400,000 | |
| | Other Supplies & Materials | NTCRIV-A | Shopping | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 30,000 | 30,000 | |
| B. | Utilities | | | | | | | | | | | | | | | | | | | |
| | Water Supply | NTCRIV-A | DC | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 250,000 | 250,000 | |
| | Electricity/Power Supply | NTCRIV-A | DC | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 400,000 | 400,000 | |
| | Supply & Delivery of Mineral Water | NTCRIV-A | Small Value | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 50,000 | 50,000 | |
| C. | Communication Services | | | | | | | | | | | | | | | | | | | |
| | Postage and Courier | NTCRIV-A | Small Value | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 15,000 | 15,000 | |
| | Telephone Services | NTCRIV-A | DC | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 400,000 | 400,000 | |
| | Mobile Phone Services | NTCRIV-A | Small Value | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 70,000 | 70,000 | |
| | Internet Service | NTCRIV-A | DC | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 50,000 | 50,000 | |
| D. | Rent | | | | | | | | | | | | | | | | | | | |
| | Office Equipment | NTCRIV-A | Lease | | | | Delegated to Administrative Service | | | | | | | | | | GAA | 30,000 | 30,000 | |

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| | | | | Pre-Proc Conference | Ads/Post of IAEB | Pre-bid Conf | Eligibility Check | Sub/Opn of Bids | Bid Evaluation | Post Qual | Notice of Award | Contract Signing | Notice to Proceed | Delivery/Completion | | Acceptance/Turnover | Total | MOOE | | CO |
| E. | Subscription Daily Newspaper | NTCRIV-A | Small Value | | | | | | | | | | | | | GAA | 10,000 | 10,000 | | |
| | ICT Software Subscription | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 9,000 | 9,000 | | |
| F. | Other General Services Security Services | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 600,000 | 600,000 | | |
| | Job Order Employee | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 1,000,000 | 1,000,000 | | |
| G. | Taxes, Insurance, Premiums & Other Fees Taxes, Duties & Other Fees | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 65,000 | 65,000 | | |
| | Fidelity Premium | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 50,000 | 50,000 | | |
| | Insurance Expenses | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 180,000 | 180,000 | | |
| H. | Training & Development | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 400,000 | 400,000 | | |
| I. | Travelling | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 800,000 | 800,000 | | |
| J. | Repairs & Maintenance Building and Structures | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 120,000 | 120,000 | | |
| | Machinery & Equipment | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 50,000 | 50,000 | | |
| | Motor Vehicle | NTCRIV-A | DC | | | | | | | | | | | | | GAA | 130,000 | 130,000 | | |

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|-------------|-----------------------------|--------------|---------------------|--|----------|---------|-------------------------------------|----------|-----|-----------|-----------|----------|-----------|-----------|-----------------|------------------------|-----------|-----------|--------------------------------|---------|--|
| | | | | Pre-Proc | Ads/Post | Pre-bid | Eligibility | Sub/Open | Bid | Post Qual | Notice of | Contract | Notice to | Delivery/ | | Acceptan | Total | MOOE | | CO | |
| II. | Capital Outlay Program | | | | | | | | | | | | | | | | | | | | |
| A. | ICT Equipment | NTCRIV-A | RFQ | | | | Delegated to Administrative Service | | | | | | | | | GAA | 437,000 | | | 437,000 | |
| GRAND TOTAL | | | | | | | | | | | | | | | | | 6,146,000 | 5,709,000 | 437,000 | | |


RECOMMENDING APPROVAL:


APPROVED:

NTC-RIVA Bids and Awards Committee

Head of Procuring Entity


MARIA LUISA A. DITAN
Chairperson


JUALIE LABETTE MARIE M. LANTING
Vice-Chairperson



ARNOLD P. BARCELONA
Regional Director


DENNIS Y. GALLARES
Member


MA. CARMINIA A. PUYO
Member


JASMIN A. RAPADA
Member


GLELEO M. MENDOZA
Member


ERNESTO M. INANDAN
Member