

DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - FIELD OFFICE V
 Annual Procurement Plan for FY 2024 (Supplemental within January 2025)
 NON COMMON SUPPLIES AND EQUIPMENT (NON-CSE)
 January 2025

Code (PAP)	Procurement Project	PMO/ End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (PhP)		Remarks (brief description of Project)	
					Advertisement/Posti ng of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE		
Lease of Real Property and Venue/ Catering Services for the conduct of Various Trainings/Meetings													
1	50202010	Provision of Food, venue and accommodation for the conduct of various trainings/ Meetings of DRMD	DRMD	NO	Sec.53.10 Lease of Real Property and Venue	January- December 2025	January- December 2025	January- December 2025	January- December 2025	GoP	4,985,800.00	4,985,800.00	
2	50202010	Provision of Food, venue and accommodation for the conduct of various Trainings/ Meetings of ADMIN	ADMIN	NO	Sec.53.10 Lease of Real Property and Venue	March-September, December 2025	March-September, December 2025	March-September, December 2025	March-September, December 2025	GoP	661,000.00	661,000.00	
Rentals - Warehouse													
3	50299050	Warehouse rental for safekeeping of Food and Non Food items in various provinces (Sorsogon, Camarines Sur, Camarines Norte, Masbate, Legazpi)	DRMD	YES	Sec.53.10 Lease of Real Property and Venue	January- December 2025	January- December 2025	January- December 2025	January- December 2025	GoP	11,280,000.00	11,280,000.00	
Internet Services													
4	50205030	Internet Services for DSWD FOV Offices	ICTMS	YES	Competitive Bidding	January- December 2025	January- December 2025	January- December 2025	January- December 2025	GoP	4,544,830.38	4,544,830.38	
Other General Services													
5	50212990	Monthly pest Control to DRMD Regional Warehouses (Albay, Sorsogon, CamNorte, Masbate, Catanduanes)	DRMD	NO	Sec.53.9 Small Value Procurement	February 2025	February 2025	February 2025	February 2025	GoP	184,000.00	184,000.00	
Office, ICT and Other Equipment (Not indicated/included in CSE)													
6	50203010	Ink Brother BTD60K- Black; B5000-MYC	DRMD	NO	Sec. 52 Shopping	January, March, May, July, September, November 2025	January, March, May, July, September, November 2025	January, March, May, July, September, November 2025	January, March, May, July, September, November 2025	GoP	21,600.00	21,600.00	
7	50203010	Kyocera Toner (Toner Cartridge TK-4140 for Kyocera TaskAlfa 2020 Copier, Toner Cartridge TK-1168 for Kyocera Ecosys P2040 Printer)	DRMD	NO	Sec. 50 Direct Contracting	January, April, July, October 2025	January, April, July, October 2025	January, April, July, October 2025	January, April, July, October 2025	GoP	65,700.00	65,700.00	
8	50203010	Various Office and ICT Equipment for DRMD (Printers, Laptops, Presenter w/ Laser pointer, Drone)	DRMD	NO	Sec. 52 Shopping	February, March, April, July 2025	February, March, April, July 2025	February, March, April, July 2025	February, March, April, July 2025	GoP	2,035,999.00	2,035,999.00	
Office and Other Supplies and Materials (Not indicated/included in CSE)													
9	50203010	Various office supplies for CIS (Fastener, Envelopes, Bond Papers, Puncher, storage box, File box, stamp pad, Folder, Glue, Sign pen, Ordinary pen, pencils, erasers, Marker, Stapler #35, Staple-wire #35, Tape, Scissors, alcohol, Colored paper, Disposable cups)	PSD-CIS	NO	Sec. 52 Shopping	January 2025	January 2025	January 2025	January 2025	GoP	5,865,000.00	5,865,000.00	
10	50203010	Various Office and Other Supplies and Materials for DRMD (Arc file, sticker paper, Glossy paper, construction paper, Extension cord)	DRMD	NO	Sec. 52 Shopping	February, March 2025	February, March 2025	February, March 2025	February, March 2025	GoP	1,009,800.00	1,009,800.00	
Semi-Expendable Items and Equipment (Not indicated/included in CSE)													
11	50203210	Various Semi-Expendable Items and Equipment (Aircooler, workstation, Desktop computer, Loudspeaker, Electric Hand Pallet, TV, Racks, Drawer, Cabinet, Shelf Bookcase, Biometric Machine, HDD for NAS, Monoblock chair, Extension cord, earphone, rubber stamp, Binding machine, trashbins, umbrella stand)	DRMD	NO	Sec.53.9 Small Value Procurement	February-April, July, October 2025	February-April, July, October 2025	February-April, July, October 2025	February-April, July, October 2025	GoP	6,869,500.00	6,869,500.00	
12	50203210	Various semi-expendable items for RSCC (Ergo dyanamic Chair, Printer, Air-conditioning unit, mini-refrigerator, washing machine, Spin dryer, vacuum cleaner, air purifier)	CENTERS	NO	Sec.53.9 Small Value Procurement	May-25	May-25	May-25	May-25	GoP	329,999.00	329,999.00	
Furniture and Fixtures													
13	50213220	Office Furniture for RRCY (Chairs, Tables- Monoblock)- RRCY	CENTERS	NO	Sec.53.9 Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	50,000.00	50,000.00	
14	50213220	Various Furniture & Fixtures for DRMD (Tables, Chairs, Sofa)	DRMD	NO	Sec.53.9 Small Value Procurement	March, April 2025	March, April 2025	March, April 2025	March, April 2025	GoP	384,000.00	384,000.00	
15	50213220	Various Furniture for RSCC (Customized sofa, Sofa, sala set)	CENTERS	NO	Sec.53.9 Small Value Procurement	May, June 2025	May, June 2025	May, June 2025	May, June 2025	GoP	77,700.00	77,700.00	
Others													
16	50203010	Storage box white 70L, atleast L-63cm x W43.5cm x H38.5cm, made of plastic resin	PSD-CIS	NO	Sec. 52 Shopping	January 2025	January 2025	January 2025	January 2025	GoP	300,000.00	300,000.00	
17	50203990	Cooking gas, 50, 11kg- RRCY	CENTERS	NO	Sec.53.9 Small Value Procurement	January 2025	January 2025	January 2025	January 2025	GoP	288,000.00	288,000.00	
18	50203990	Hardware supplies	ADMIN	NO	Sec.53.9 Small Value Procurement	May 2025	May 2025	May 2025	May 2025	GoP	99,700.00	99,700.00	
19	50203990	Janitorial supplies for use of RRCY residents	CENTERS	NO	Sec. 52 Shopping	March, July 2025	March, July 2025	March, July 2025	March, July 2025	GoP	720.00	720.00	
20	50213040	Pipe-in Music	CENTERS	NO	Sec.53.9 Small Value Procurement	June 2025	June 2025	June 2025	June 2025	GoP	45,000.00	45,000.00	
TOTAL BUDGET:											39,098,348.38		
Plus 10% Provision for Inflation											3,909,834.84		
Plus 10% Contingency											4,300,818.32		
TOTAL ESTIMATED BUDGET:											47,309,001.54		

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared by:

KIMBERLEE G. LANUZA
 AO II/Procurement Section Head

Certified Funds Available:


MA. CARMEN T. TAYAM, MBA
 AO V/Budget Officer

Recommending Approval:


CLAUDIO A. VILLAREAL JR.
 SWO IV, BAC Chairperson

Approved:


NORMAN S. LAURIO
 Regional Director