

**Office of the Vice President
of the Philippines
Annual Procurement Plan for FY 2019**

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	
1. Supplies and Materials												
1000100000	Common-Use Supplies and Equipment Available at the Procurement Service	Administrative Division	NP-53.5 Agency-to-Agency	2-Jan	N/A	7-Jan	7-Jan	GoP	16,230,591.41	16,230,591.41	-00	Provision of common-use supplies and equipment through the Procurement Service, as need arises
1000100000	Common-Use Supplies and Equipment Not Available at the Procurement Service	Administrative Division	NP-53.9 - Small Value Procurement	2-Jan	N/A	7-Jan	7-Jan	GoP	1,411,253.81	1,411,253.81	-00	Provision of common-use supplies and equipment not available at the Procurement Service, as need arises
1000100000	Provision of Snacks and Refreshments for Clients of the Public Assistance Division (PAD)	PAD	NP-53.9 - Small Value Procurement	2-Jan	N/A	7-Jan	7-Jan	GoP	313,690.00	313,690.00	-00	Provision of brewed coffee, sugar, creamer, biscuit, stirrer, and paper cups to be distributed to PAD clients
1000100000	Supply and Delivery of Drinking Water	Administrative Division	Competitive Bidding	5-Nov	25-Nov	28-Nov	1-Dec	GoP	575,000.00	575,000.00	-00	Provision of drinking water for OVP employees and security convoy of the Vice President
2. Repairs and Maintenance of Property, Plant and Equipment												
3010100000	General Pest Control Services	Administrative Division	NP-53.9 - Small Value Procurement	2-Jan	N/A	7-Jan	7-Jan	GoP	95,000.00	95,000.00	-00	Provision of monthly pest control services for the Main Office
3010100000	Quarterly Comprehensive Maintenance Service for Air Conditioning System	Administrative Division	NP-53.9 - Small Value Procurement	2-Jan	N/A	7-Jan	7-Jan	GoP	350,000.00	350,000.00	-00	Provision of quarterly comprehensive maintenance service for air conditioning systems of the Main and Extension Office
1000100000	Laundry of Curtains	Administrative Division	NP-53.9 - Small Value Procurement	2-Jan	N/A	7-Jan	7-Jan	GoP	200,000.00	200,000.00	-00	Provision of laundry services for curtains used at the Main Office
3. Taxes, Insurance Premiums and Other Fees												
1000100000	Insurance of OVP Properties	Administrative Division	NP-53.5 Agency-to-Agency	N/A	N/A	22-Feb	22-Feb	GoP	42,000.00	42,000.00	-00	Provision for insurance of OVP properties
1000100000	Fidelity Bond Premiums	Accounting Division	NP-53.5 Agency-to-Agency	N/A	N/A	3-Jan	3-Jan	GoP	145,507.50	145,507.50	-00	Provision for fidelity bond premiums of special disbursing officers, petty cash custodians, and signatories on financial transactions
4. Utilities												
1000100000	Water Services	Administrative Division	Direct Contracting	N/A	N/A	2-Jan	2-Jan	GoP	650,000.00	650,000.00	-00	Provision of water supply for OVP offices
1000100000	Electricity Services	Administrative Division	Direct Contracting	N/A	N/A	2-Jan	2-Jan	GoP	5,100,000.00	5,100,000.00	-00	Provision of electricity supply for OVP offices
5. Communication												
3010100000	Landline	Administrative Division	Direct Contracting	N/A	N/A	2-Jan	2-Jan	GoP	590,000.00	590,000.00	-00	Provision of telephone services for OVP offices
3010100000	Cellular Phone Lines	Administrative Division	Direct Contracting	N/A	N/A	2-Jan	2-Jan	GoP	2,200,000.00	2,200,000.00	-00	Provision of cellular phone lines for OVP officials and authorized OVP personnel
3010100000	Internet Services	Administrative Division	Direct Contracting	N/A	N/A	2-Jan	2-Jan	GoP	2,200,000.00	2,200,000.00	-00	Provision of internet services for OVP offices

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. Rent												
1000100000	Lease of the OVP Main Office	Administrative Division	NP-53.5 Agency-to-Agency	N/A	N/A	2-Jan	2-Jan	GoP	4,150,000.00	4,150,000.00	-00	Lease of the Quezon City Reception House to serve as the OVP Main Office
1000100000	Lease of the OVP Extension Office	Administrative Division	NP-53.10 Lease of Real Property and Venue	N/A	N/A	2-Jan	2-Jan	GoP	9,600,000.00	9,600,000.00	-00	Lease of office space at Ben-Lor Building to serve as the OVP Extension Office
i. Subscription												
3010100000	Cable Television Subscription	Administrative Division	Direct Contracting	N/A	N/A	2-Jan	2-Jan	GoP	40,000.00	40,000.00	-00	Provision of cable television subscription for OVP offices
3010100000	Supply and Delivery of Microsoft Office License	MISD	NP-53.5 Agency-to-Agency	N/A	N/A	2-Jan	2-Jan	GoP	201,100.32	201,100.32	-00	Provision of Microsoft Office license
3010100000	Newspaper Subscription	Central Records Unit	NP-53.9 - Small Value Procurement	2-Jan	N/A	7-Jan	7-Jan	GoP	220,000.00	220,000.00	-00	Daily subscription of newspaper for twelve (12) months
l. Professional and Consultancy Services												
3010100000	Media Monitoring	Media Affairs	NP-53.9 - Small Value Procurement	6-Mar	N/A	12-Mar	12-Mar	GoP	151,200.00	151,200.00	-00	Provision for media monitoring on the impact of the OVP to the public
3010100000	Survey Services	Media Affairs	Competitive Bidding	5-Nov	25-Nov	28-Nov	1-Dec	GoP	1,100,000.00	1,100,000.00	-00	Provision for survey services on critical national issues
3010100000	Annual Physical Examination	Administrative Division	Competitive Bidding	5-Nov	25-Nov	28-Nov	1-Dec	GoP	940,000.00	940,000.00	-00	Provision of on-site annual physical examination for OVP employees
3010100000	Psychometric Examination	Administrative Division	NP-53.9 - Small Value Procurement	2-Jan	N/A	7-Jan	7-Jan	GoP	100,000.00	100,000.00	-00	Provision of psychometric examination for applicants to OVP positions
Property, Plant, and Equipment												
3010100000	Supply and Delivery of Business Security License	MISD	NP-53.9 - Small Value Procurement	18-Jan	N/A	22-Jan	22-Jan	GoP	165,980.70	165,980.70	-00	Provision of business security license as part of the preventive maintenance program of MISD
3010100000	Supply and Delivery of Tune-Up License	MISD	NP-53.9 - Small Value Procurement	18-Jan	N/A	22-Jan	22-Jan	GoP	154,628.68	154,628.68	-00	Provision of tune up license as part of the preventive maintenance program of MISD
1000100000	Provision of Motor Vehicles	Administrative Division	Competitive Bidding	5-Nov	25-Nov	28-Nov	1-Dec	GoP	3,000,000.00	-00	3,000,000.00	Provision of two (2) units motor vehicle

Prepared by BAC SECRETARIAT

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