

## Mines & Geosciences Bureau - R III Annual Procurement Plan for FY 2021

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Funds	Estimated Budget (Php)		Remarks (brief description of Program/Project)
				Ads/Post of IAEB	Sub/Open of Bids	Notice of Award	Contract Signing		MOOE	CO	
<b>A.Travel</b>	Government Fares Agreement	ALL	Agency to Agency	1st to 4th Quarter				GoP	100,000.00		Plane fares for various official travels
<b>B.Supplies and Materials</b>	Office Supplies	ALL	Small Value / Agency to Agency	GPPB Resolution No. 019-2006 dated December 6, 2006 (1st to 4th Quarter)				GoP	1,066,667.10		
	Other Supplies & Material Expenses	ALL	Small Value	1st to 4th Quarter				GoP	350,000.00		Landslide warning signages, sample bags, face masks, construction materials, field supplies and other personal protective equipment
	Accountable Forms		Agency to Agency	1st to 4th Quarter				GoP	9,000.00		
	Supply of Petroleum, Oil and Lubricants	FAD	Direct Contract	1st to 4th Quarter				GoP	800,000.00		Supply of petroleum, oil & lubricants for RP vehicles
<b>C. Utilities</b>	Drinking Water Supply	ALL	Shopping	1st to 4th Quarter				GoP	50,000.00		Water Supply
	Electric Power Supply & Cooking Gas Expenses	ALL	Direct Contracting	GPPB Resolution No. 019-2006 dated December 6, 2006 (1st to 4th Quarter)				GoP	1,250,000.00		Power Supply
<b>D. Communication</b>	Postage, Deliveries and Courier Services	ALL	Agency to Agency	GPPB Resolution No. 018-2007 dated May 31, 2007 (1st to 4th Quarter)				GoP	100,000.00		
	Cable Subscriptions	ALL	Direct Contracting	1st to 4th Quarter				GoP	6,000.00		
	Landline Expenses	ALL	Direct Contracting	1st to 4th Quarter				GoP	240,000.00		
	Mobile Expenses	ALL	Direct Contracting	1st to 4th Quarter				GoP	75,600.00		
	Internet Subscription	ALL	Direct Contracting	1st to 4th Quarter				GoP	114,240.00		
<b>E. Advertising</b>	Tarpaulin, Streamers and Signages	ALL	Shopping Small Value	(1st to 4th Quarter)				GoP	5,000.00		Materials for Advertisement Minahang Bayan
<b>F. Printing and Binding</b>	IEC for LGUs & other Printables	GSD		(1st to 4th Quarter)				GoP	55,000.00		IEC for LGUs & other Printables

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<b>G. Representation</b>	Representation Expense	FAD/GD	Small Value	(1st to 4th Quarter)				GoP	614,000.00		Expenses for various meetings, conferences etc and IEC of GSD
<b>H. Rent - motor vehicles</b>	Hiring of vehicles	GD	Small Value	(1st to 4th Quarter)				GoP	1,211,000.00		IEC, geohazard assessment, groundwater resource assessment and geologic mapping
<b>I. Subscription</b>	Newspaper	FAD	Shopping	(1st to 4th Quarter)				GoP	12,000.00		Daily Supply of Newspaper
<b>J. Professional Services</b>	Janitorial Services	FAD	Small Value	(1st to 4th Quarter)				GoP	540,000.00		Provisions of 3 Janitors
	Security Services	ALL	Small Value	(1st to 4th Quarter)				GoP	696,000.00		Provisions of 3 Security Guards
	General Services	ALL	Small Value	(1st to 4th Quarter)				GoP	35,000.00		Electrical Maintenance, carpentry , fire extinguishers & various laborers
	Others	ALL	Small Value	(1st to 4th Quarter)				GoP	318,000.00		Other Professionals Services and Annual Physical Exam
	Sample Analysis	ALL	Small Value	(1st to 4th Quarter)				GoP	425,000.00		
	Consultancy Services	ALL	Small Value	(1st to 4th Quarter)				GoP	500,000.00		ISO Surveillance Audit & ISO Consultancy
	Auditing Services	ALL	Small Value	(1st to 4th Quarter)				GoP	56,000.00		
<b>K. Repair and Maintenance</b>	Furnitures & Fixtures	FAD	Shopping	As the need arises				GoP	672,000.00		Repair & Maintenance
	Aircon Maintenance	FAD	Small Value	As the need arises				GoP			
	Airconditioning Materials	FAD	Shopping	As the need arises				GoP			
	Repair and Maintenance of Motor Vehicle (as needed)	FAD	Small Value	As the need arises				GoP			
	Repair & maintenance of Office & ICT Equipments (as needed)	FAD	Small Value	As the need arises				GoP			
<b>L. Insurance</b>	Insurance	ALL	Agency to Agency	(1st to 4th Quarter)				GoP	550,000.00		Insurance of Motor Vehicles, Building and its content

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<b>M. Trainings &amp; Seminars</b>	Venue, Supplies & Mats. Food, etc.	ALL	Small Value	(1st to 4th Quarter)				GoP	500,000.00		
<b>N. Fidelity Bond</b>	Fidelity Bond	ALL	Agency to Agency	(1st to 4th Quarter)				GoP	50,000.00		Bond for Accountable Officers
<b>O. Membership, Dues &amp; Contributions To Organizations</b>		ALL	Agency to Agency	(1st to 4th Quarter)				GoP	25,000.00		For Office Building Site at Government Center
<b>P. Taxes, Duties and Expenses</b>	LTO Registration	ALL	Agency to Agency	(1st to 4th Quarter)				GoP	29,000.00		
<b>Q. Extra Ordinary &amp; Miscellaneous Expense</b>	Expense of RD	ORD		(1st to 4th Quarter)				GoP	117,000.00		
<b>R. Bldg. Maintenance</b>	Repair & Maintenance Buildings & Structures	ALL	Small Value	(1st to 4th Quarter)				GoP	250,000.00		
<b>TOTAL MOOE</b>									<b>10,821,507.10</b>		

Recommended by:

  
**BALDWIN M. PENEYRA**  
 BAC Chairperson

Verified by:

  
**ALMA E. GATCHALIAN**  
 Accountant III

Approved by:

  
**ALILO C. ENSOMO, JR.**  
 Regional Director  
