

**PHILIPPINE STATISTICS AUTHORITY - RSSO VIII 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/O pening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>Supplies, Materials, Tools and Equipment Expenses</b>												
	Common Use Supplies and Equipment available at Procurement Service (PS)	PSOs, RSSO	NP-53.5 Agency-to-Agency			Quarterly		GoP	826,000.00	826,000.00		Office supplies and equipment/materials available at PS
	Common Use Supplies and Equipment Not Available at Procurement Service (PS)	PSOs, RSSO	Shopping			Quarterly		GoP	600,000.00	600,000.00		Office supplies and equipment/materials not available at PS
	Fuel, Lubricants, Supplies and Accessories of Service Vehicles	PSOs, RSSO	Shopping			Quarterly		GoP	847,000.00	847,000.00		Supplies for Service Vehicles and Motorcycles
	Medical Supplies and Equipment	PSOs, RSSO	Shopping			Quarterly		GoP	36,780.00	36,780.00		Common supplies for medical emergencies in the office
	Construction and Hardware Supplies	RSSO and Leyte PSO	Shopping			Quarterly		GoP	88,396.00	88,396.00		Materials for office improvements
	Blank LBP Commercial Check	PSOs, RSSO	NP-53.5 Agency-to-Agency			Not Applicable		GoP	17,480.00	17,480.00		To be used by the Disbursing Officer
	Passenger Air Travel	PSOs, RSSO				Not Applicable		GoP	4,522,000.00	4,522,000.00		Airfare
<b>Utilities</b>												
	Electricity	PSOs, RSSO	Direct Contracting			Not Applicable		GoP	3,200,000.00	3,200,000.00		
	Water	PSOs, RSSO	Direct Contracting			Not Applicable		GoP	180,000.00	180,000.00		
	Purified Drinking Water	PSOs, RSSO	NP-53.9 - Small Value Procurement			Quarterly		GoP	65,000.00	65,000.00		Supply and delivery of purified drinking water
<b>Communication Services</b>												
	Telephone and Internet	RSSO and Leyte PSO	NP-53.9 - Small Value Procurement	Nov. 28, 2018	Dec. 10, 2018	Dec. 21, 2018	Jan. 3, 2019	GoP	500,000.00	500,000.00		
	Telephone and Internet	Other PSOs	Direct Contracting			Not Applicable		GoP	350,000.00	350,000.00		
<b>Subscription Expenses</b>												
	Cable Subscription	Biliran PSO	NP-53.9 - Small Value Procurement	Nov. 28, 2018	Dec. 10, 2018	Dec. 21, 2018	Jan. 3, 2019	GoP	6,380.00	6,380.00		
	Cable Subscription	Other PSOs	Direct Contracting			Not Applicable		GoP	15,000.00	15,000.00		
	Newspaper	RSSO	NP-53.9 - Small Value Procurement	Nov. 28, 2018	Dec. 10, 2018	Dec. 21, 2018	Jan. 3, 2019	GoP	10,000.00	10,000.00		
<b>Catering Services</b>												
	Catering Services for various trainings/workshops/data disseminations	PSOs, RSSO	NP-53.9 - Small Value Procurement			Quarterly		GoP	1,200,000.00	1,200,000.00		For various trainings/workshops/data dissemination
<b>Lease of Venue</b>												
	Lease of Venue for various trainings/workshops/data disseminations	PSOs, RSSO	NP-53.10 Lease of Venue			Quarterly		GoP	649,000.00	649,000.00		
<b>Laundry Services</b>												
	Laundry Services	PSOs, RSSO	NP-53.9 - Small Value Procurement			Quarterly		GoP	50,000.00	50,000.00		For bedsheets, blankets and pillow cases

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<b>Printing Services</b>												
	Printing Services	PSOs, RSSO	NP-53.9 - Small Value Procurement	Quarterly				GoP	274,000.00	274,000.00		Printing of IEC materials (tarapaulins/fliers/publications) and PSA advocacy materials
<b>Repair and Maintenance</b>												
	Repair and Maintenance of Service Vehicles	PSOs, RSSO	NP-53.9 - Small Value Procurement	Quarterly				GoP	500,000.00	500,000.00		Repair and maintenance of Service Vehicles and Motorcycles
	Repair and Maintenance of Office Equipment and Machinery	PSOs, RSSO	NP-53.9 - Small Value Procurement	Quarterly				GoP	300,000.00	300,000.00		Repair and maintenance of various office equipment (airconditioning unit, IT equipment, xerox machine)
	Labor Cost for Office Improvements	PSOs, RSSO	NP-53.9 - Small Value Procurement	Quarterly				GoP	150,000.00	150,000.00		Repair of main entrance to SOCD, sleeping quarters, office cubicles
<b>Postage, Freight and Delivery Services</b>												
	Postage, Freight and Delivery Services	PSOs, RSSO	NP-53.9 - Small Value Procurement	Quarterly				GoP	352,000.00	352,000.00		Delivery of urgent official communications/packages
<b>General Services</b>												
	Security Services	PSOs, RSSO	Competitive Bidding	Jan. 7, 2019	Jan. 28, 2019	Mar. 7, 2019	Mar. 11, 2019	GoP	2,877,000.00	2,877,000.00		With existing contract until May 2019
	Janitorial Services	PSOs, RSSO	Competitive Bidding	Jan. 7, 2019	Jan. 28, 2019	Mar. 7, 2019	Mar. 11, 2019	GoP	632,000.00	632,000.00		With existing contract until April 2019
	Driving Services	PSOs, RSSO	Competitive Bidding	Jan. 7, 2019	Jan. 28, 2019	Mar. 7, 2019	Mar. 11, 2019	GoP	4,500,000.00	4,500,000.00		
	Other General Services	PSOs, RSSO		Not Applicable					4,820,514.00	4,820,514.00		
<b>Office Space Rental Expenses</b>												
	Lease of Office Space	RSSO and Leyte PSO	Competitive Bidding	Feb. 4, 2019	Feb. 25, 2019	Apr. 8, 2019	Apr. 11, 2019	GoP	4,432,050.00	4,432,050.00		
	Lease of Office Space	Biliran PSO	Competitive Bidding	Feb. 4, 2019	Feb. 25, 2019	Apr. 8, 2019	Apr. 11, 2019	GoP	655,200.00	655,200.00		
	Lease of Office Space	Eastern Samar PSO	Competitive Bidding	Not Applicable				GoP	529,200.00	529,200.00		
	Lease of Office Space	Northern Samar PSO	Competitive Bidding	Oct. 2, 2018	Oct. 22, 2018	Nov. 12, 2018	Nov. 15, 2018	GoP	619,000.00	619,000.00		
	Lease of Office Space	Samar PSO	Competitive Bidding	Oct. 2, 2018	Oct. 22, 2018	Nov. 12, 2018	Nov. 15, 2018	GoP	3,780,000.00	3,780,000.00		
	Lease of Office Space	Southern Leyte PSO	Competitive Bidding	Oct. 2, 2018	Oct. 22, 2018	Nov. 12, 2018	Nov. 15, 2018	GoP	504,000.00	504,000.00		
<b>Insurance, Registration and other Fees</b>												
	LTO Registration and Insurance of Equipment	PSOs, RSSO	NP-53.5 Agency-to-Agency	Not Applicable				GoP	500,000.00	500,000.00		
<b>Contingency</b>												
	Contingency Procurement	RSSO and Biliran PSO	NP-53.9 - Small Value Procurement					GoP	360,000.00	360,000.00		Provision for procurement that would address various contingencies that may arise
<b>GRAND TOTAL</b>								<b>39,148,000.00</b>	<b>39,148,000.00</b>			

Prepared by SAC SECRETARIAT

Approved  
 Disapproved

RECOMMENDING APPROVAL:


  
Anisia S. Babante  
Chairman

  
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Regional Director  
Date: