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Human Settlements Adjudication Commission (HSAC) Indicative Annual Procurement Plan for FY 2020
(formerly the Housing and Land Use Regulatory Board (HLURB), reconstituted pursuant to Republic Act No. 11201)

Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule for Each Procurement Activity		Source of Funds		Estimated Budget (P=)P		Remarks (brief description of Program/Activity/Project)	
				Advertisement/Posting of Bids/RFI	Submission/Opening of Bids	Notice of Award	Contract Signing	Total	MOOE		CO
-	Skills Enhancement/Capacity Building Seminar	CO Units	NP-53.9 Agency-to-Agency	N/A	N/A	Monthly	Monthly	GoP	1,127,500.00	1,127,500.00	Registration Fee for Learning and Development (L&D) Activities to be conducted by CSI, DIM, COA and other institutions/organizations, includes training for Continuing Professional Development, MCLE, for supplemental budget, subject to approval of proposed OSGSP
-	Training Venues	CO Units	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Monthly	Monthly	GoP	692,500.00	692,500.00	Venue, Food and Accommodation for L&D Activities (79pax x Php2,500/day x 3D/2N), for supplemental budget, subject to approval of proposed OSGSP
-	Agency/Operations Planning Session	CO Units	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-20	Feb-20	GoP	972,000.00	972,000.00	Venue, Food and Accommodation for Planning Session, includes Central and 9 Regional Offices personnel (35 pax for Central and Spas/region), estimated at Php2,800/pax, 3D/2N, for supplemental budget, subject to approval of proposed OSGSP
-	Staff Development and GAD Related Activity/Seminar	CO Units	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Apr-20	Apr-20	GoP	289,000.00	289,000.00	Venue, Food and Accommodation for Staff Development and GAD-Related Activity/Seminar
-	Fuel and Other Petroleum Products	CO-Admin	NP-53.9 - Small Value Procurement	Feb-20	N/A	Feb-20	Feb-20	GoP	950,000.00	950,000.00	Petroleum for 12 vehicles
-	Water	CO-Admin	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	1,349,000.00	1,349,000.00	Utility expenses for water utility services
-	Electricity	CO-Admin	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	4,215,000.00	4,215,000.00	Utility expenses for electricity services
-	Postage	CO-Admin	NP-53.9 Agency-to-Agency	N/A	N/A	Jan-20	Jan-20	GoP	3,432,000.00	3,432,000.00	Memorandum of Agreement with PhilPost
-	Courier Services	CO-Admin	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	500,000.00	500,000.00	Courier services to transmit documents to regional field offices and notice to case parties
-	Freight Services	CO-Admin	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	500,000.00	500,000.00	Freight services to transmit documents to regional field offices
-	Mobile and Prepaid Cellcards	CO Units	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	1,860,000.00	1,860,000.00	For members of the ManCom and other support personnel
-	Landline	CO-Admin	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	7,747,000.00	7,747,000.00	For direct lines, trunkline/PABX
-	Internet Service Provider	CO-ICTD	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	869,000.00	869,000.00	For internet services
-	Cloud Server and Web Hosting	CO-ICTD	NP-53.9 - Small Value Procurement	Feb-20	N/A	Feb-20	Feb-20	GoP	480,000.00	480,000.00	For cloud and webhosting
-	Applications with Webmail and Press Releases	CO Units	NP-53.9 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services	N/A	N/A	Feb-20	Feb-20	GoP	533,000.00	533,000.00	Publication of policies, guidelines and other issuances
-	Printing/Binding of Accountable Forms	CO Units	NP-53.9 Agency-to-Agency	N/A	N/A	Feb-20	Feb-20	GoP	1,374,000.00	1,374,000.00	For printing of Order of Payment and other accountable forms
-	Rental of office space	CO-Admin	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Feb-20	Feb-20	GoP	28,519,000.00	28,519,000.00	For Lease of Office Space, for downloading to Regional Offices, subject to approval of proposed OSGSP
-	ICT Software subscription	CO Units	NP-53.9 - Small Value Procurement	Feb-20	N/A	Feb-20	Feb-20	GoP	400,000.00	400,000.00	For ICT and other software subscriptions
-	Lex Libris	CO Units	Direct Contracting	N/A	N/A	Mar-20	Mar-20	GoP	90,000.00	90,000.00	For software subscription on compilation of laws, DOJ Opinions and SC Decisions
-	Library and Other Reading Materials Subscriptions	CO Units	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	970,000.00	970,000.00	For library and other reading materials subscriptions, including newspaper subscription
-	Janitorial Services	CO-Admin	Competitive Bidding	Nov-19	Nov-19	Jan-20	Jan-20	GoP	14,456,000.00	14,456,000.00	Janitorial Services for the 8-Storey with Covered Roof Deck HLURB Office Building
-	Security Services	CO-Admin	Competitive Bidding	Nov-19	Nov-19	Jan-20	Jan-20	GoP	19,982,000.00	19,982,000.00	Security Services for the 8-Storey with Covered Roof Deck HLURB Office Building
-	Repair and Maintenance of Building and Other Structures	CO-Admin	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	2,560,000.00	2,560,000.00	Maintenance of the 8-Storey with Covered Roof Deck HLURB Office Building, including pest control and other related services

Code (PAIP)	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	GoP	CO	Total	MOOE	GO	
-	Repair and Maintenance of Motor Vehicles	CO-Admin	Direct Contracting	N/A	N/A	Monthly	Monthly	GoP	-	1,487,000.00	1,487,000.00	-	Preventive Maintenance Services for 12 vehicles
-	Repair and Maintenance of Office Equipment	CO-Admin	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	-	200,000.00	200,000.00	-	Repair and maintenance of office equipment
-	Repair and Maintenance of Furniture and Fixtures	CO-Admin	Direct Contracting	N/A	N/A	Quarterly	Quarterly	GoP	-	666,000.00	666,000.00	-	Repair and maintenance of furniture and fixtures
-	Repair and Maintenance of ICT Equipment	CO-Admin	Direct Contracting	N/A	N/A	Quarterly	Quarterly	GoP	-	430,000.00	430,000.00	-	Repair and maintenance of ICT equipment
-	Fidelity Bond Premium	CO-Admin	NP-53.9 Agency-to-Agency	N/A	N/A	Jan-20	Jan-20	GoP	-	744,000.00	744,000.00	-	For payment of bond of accountable officers
-	Insurance	CO-Admin	NP-53.9 Agency-to-Agency	N/A	N/A	Jan-20	Jan-20	GoP	-	5,869,000.00	5,869,000.00	-	For payment of PPE insurance
-	Common-Use Supplies and Equipment	CO Units	NP-53.9 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	-	6,000,000.00	6,000,000.00	-	For procurement of CSE with Procurement Service-DBM (PS-DBM), for downloading to Regional Offices, subject to approval of proposed OSSPP
-	Common-Use Supplies and Equipment (not available with PS-DBM)	CO Units	Shopping	Quarterly	N/A	Quarterly	Quarterly	GoP	-	2,339,000.00	2,339,000.00	-	For procurement of CSE not available with PS-DBM, for downloading to Regional Offices, subject to approval of proposed OSSPP
-	Training Expenses	NLR	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Monthly	Monthly	GoP	-	35,000.00	35,000.00	-	For Training Expenses of HSAC-Northern Luzon Region (NLR)
-	Fuel and Other Petroleum Products	NLR	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	-	66,000.00	66,000.00	-	For petroleum expenses of HSAC-Northern Luzon Region (NLR)
-	Water	NLR	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	-	3,000.00	3,000.00	-	For water expenses of HSAC-Northern Luzon Region (NLR)
-	Electricity	NLR	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	-	11,000.00	11,000.00	-	For electricity expense of HSAC-Northern Luzon Region (NLR)
-	Postage	NLR	NP-53.1 Adjacent or Contiguous	N/A	N/A	Jan-20	Jan-20	GoP	-	24,000.00	24,000.00	-	For postage of HSAC-Northern Luzon Region (NLR)
-	Mobile and Prepaid Cellcards	NLR	NP-53.9 - Small Value Procurement	Quarterly	N/A	Quarterly	Quarterly	GoP	-	6,000.00	6,000.00	-	For mobile and prepaid cellcards of officials and other support personnel of HSAC-Northern Luzon Region (NLR)
-	Landline	NLR	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	-	13,000.00	13,000.00	-	For landline of HSAC-Northern Luzon Region (NLR)
-	Internet Service Provider	NLR	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	-	18,000.00	18,000.00	-	For internet services of HSAC-Northern Luzon Region (NLR)
-	Rental of office space	NLR	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Jan-20	Jan-20	GoP	-	74,000.00	74,000.00	-	For lease of Office Space of HSAC-Northern Luzon Region (NLR)
-	Janitorial Services	NLR	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	-	1,000.00	1,000.00	-	For janitorial services of HSAC-Northern Luzon Region (NLR)
-	Security Services	NLR	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	-	117,000.00	117,000.00	-	For security services of HSAC-Northern Luzon Region (NLR)
-	Repair and Maintenance of Vehicles	NLR	Direct Contracting	N/A	N/A	Quarterly	Quarterly	GoP	-	156,000.00	156,000.00	-	Preventive Maintenance Services of vehicles of HSAC-Northern Luzon Region (NLR)
-	Fidelity Bond Premium	NLR	NP-53.9 Agency-to-Agency	N/A	N/A	Jan-20	Jan-20	GoP	-	6,000.00	6,000.00	-	For fidelity bond premium of accountable officers for HSAC-Northern Luzon Region (NLR)
-	Insurance	NLR	NP-53.9 Agency-to-Agency	N/A	N/A	Jan-20	Jan-20	GoP	-	1,000.00	1,000.00	-	For insurance of PPE of HSAC-Northern Luzon Region (NLR)
-	Common-Use Supplies and Equipment	NLR	NP-53.9 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	-	74,000.00	74,000.00	-	For CSE of HSAC-Northern Luzon Region (NLR)
-	Training Expenses	NTR	NP-53.10 Lease of Real Property and Venue	N/A	N/A	Monthly	Monthly	GoP	-	64,000.00	64,000.00	-	For Training Expenses of HSAC-Northern Tagalog Region (NTR)
-	Fuel and Other Petroleum Products	NTR	NP-53.9 - Small Value Procurement	Jan-20	N/A	Jan-20	Jan-20	GoP	-	47,000.00	47,000.00	-	For petroleum expenses of HSAC-Northern Tagalog Region (NTR)
-	Water	NTR	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	-	3,000.00	3,000.00	-	For water expenses of HSAC-Northern Tagalog Region (NTR)
-	Electricity	NTR	Direct Contracting	N/A	N/A	Jan-20	Jan-20	GoP	-	34,000.00	34,000.00	-	For electricity expense of HSAC-Northern Luzon Region (NLR)
-	Postage	NTR	NP-53.9 Agency-to-Agency	N/A	N/A	Jan-20	Jan-20	GoP	-	29,000.00	29,000.00	-	For postage of HSAC-Northern Tagalog Region (NTR)