

**HOUSING AND LAND USE REGULATORY BOARD - ENCRFO Annual Procurement Plan for FY 2018**

| 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 |   |
| 5020301000 | Common Use Supplies and Materials                  | All Units/Divisions                                 | NP-53.5 Agency-to-Agency                  | N/A                                    | N/A                        | Quarterly       | Quarterly        | GoP             | 453,000.00             | 453,000.00   | -  | Support to Operations                                   |
| 5020401000 | Water  | All Units/Divisions                                 | Direct Contracting                        | N/A                                    | N/A                        | January 2018    | January 2018     | GoP             | 130,000.00             | 130,000.00   | -  | Support to Operations                                   |
| 5020402000 | Electricity  | All Units/Divisions                                 | Direct Contracting                        | N/A                                    | N/A                        | January 2018    | January 2018     | GoP             | 1,180,000.00           | 1,180,000.00 | -  | Support to Operations                                   |
| 5020501000 | Postal/Mailing of Letters                          | Monitoring Unit, Records Unit and Adjudication Unit | NP-53.5 Agency-to-Agency                  | N/A                                    | N/A                        | September 2018  | October 2018     | GoP             | 664,000.00             | 664,000.00   | -  | Support to Operations                                   |
| 5029902000 | Purchase of Toners and Inks                        | Administrative and Finance Division                 | NP-53.7 Highly Technical Consultants      | February 2018                          | N/A                        | March 2018      | March 2018       | GoP             | 26,000.00              | 26,000.00    | -  | Kyocera Digital Copier / ID Maker                       |
| 5029903000 | HLURB-ENCRFO Annual General Assembly               | All Units/Divisions                                 | NP-53.9 - Small Value Procurement         | November 2018                          | N/A                        | November 2018   | November 2018    | GoP             | 50,000.00              | 50,000.00    | -  | Meals for Annual General Assembly                       |
| 5029903000 | HLURB-ENCRFO Employee Engagement Activities        | All Units/Divisions                                 | NP-53.10 Lease of Real Property and Venue | N/A                                    | N/A                        | April 2018      | April 2018       | GoP             | 110,000.00             | 110,000.00   | -  | Annual Engagement Activities                            |
| 5029903000 | HLURB Anniversary Celebration                      | All Units/Divisions                                 | NP-53.9 - Small Value Procurement         | April 2018                             | N/A                        | April 2018      | May 2018         | GoP             | 25,000.00              | 25,000.00    | -  | Meals for Office Anniversary Celebration                |
| 5029903000 | Exit Conference                                    | Administrative and Finance Division and COA         | NP-53.9 - Small Value Procurement         | March 2018                             | N/A                        | March 2018      | April 2018       | GoP             | 14,000.00              | 14,000.00    | -  | Annual Conference with COA representatives              |
| 5029904000 | Bus Rental (Annual Employee Engagement Activities) | All Units/Divisions                                 | NP-53.9 - Small Value Procurement         | March 2018                             | N/A                        | March 2018      | April 2018       | GoP             | 35,000.00              | 35,000.00    | -  | Annual Employee Engagement Activities Transportation    |
| 5020301000 | Purchase of Corrugated Boxes                       | All Units/Divisions                                 | NP-53.9 - Small Value Procurement         | June 2018                              | N/A                        | July 2017       | July 2017        | GoP             | 42,000.00              | 42,000.00    | -  | Office transfer preparation                             |
| 5020201000 | Gender and Development Training/Seminar            | Administrative and Finance Division                 | NP-53.10 Lease of Real Property and Venue | N/A                                    | N/A                        | September 2018  | October 2018     | GoP             | 50,000.00              | 50,000.00    | -  | Annual GAD Seminar                                      |
| 5021203000 | Security Services                                  | All Units/Divisions                                 | Competitive Bidding                       | November 2018                          | December 2018              | January 2018    | January 2018     | GoP             | 498,000.00             | 498,000.00   | -  | Support to Operations                                   |
| 5021202000 | Janitorial Services                                | All Units/Divisions                                 | Competitive Bidding                       | January 2018                           | February 2018              | February 2018   | February 2018    | GoP             | 539,000.00             | 539,000.00   | -  | Support to Operations                                   |
| 5020502002 | Purchase of Mobile Load Cards                      | Entitled Heads and Drivers                          | NP-53.9 - Small Value Procurement         | February 2018                          | February 2018              | March 2018      | March 2018       | GoP             | 86,000.00              | 86,000.00    | -  | Support to Operations                                   |
| 5020502001 | Landline   | All Units/Divisions                                 | Direct Contracting                        | N/A                                    | N/A                        | January 2018    | January 2018     | GoP             | 156,000.00             | 156,000.00   | -  | Support to Operations                                   |

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|------------|------------------------------|---------------------|-----------------------------------|--|-----------------------------|-----------------|------------------|-----------------|------------------------|------------|----|---|
|            |                              |                     |                                   | Advertisement/ Posting of IB/REI       | Submission/O pening of Bids | Notice of Award | Contract Signing |                 | Total                  | MOOE       | CO |   |
| 5020503000 | Internet Service Provider    | All Units/Divisions | NP-53.9 - Small Value Procurement | July 2018                              | N/A                         | July 2018       | July 2018        | GoP             | 344,000.00             | 344,000.00 | -  | Support to Operations                                   |
| 5029905000 | Continuous Ink Supply System | All Units/Divisions | NP-53.9 - Small Value Procurement | February 2018                          | N/A                         | February 2018   | February 2017    | GoP             | 285,000.00             | 285,000.00 | -  | Printer with CISS Rental / Support to Operations        |

Prepared by:

  
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 BAC Chairperson

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