

(HOUSING AND LAND USE REGULATORY BOARD-SOUTHERN TAGALOG REGION) Annual Procurement Plan for FY2018

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	MOE	CO	
50201010 00	Travel (Per diem, air, bus & ferry fare)	-										
-	a. Monitoring of Subd., Condominiums, HOA	Technical Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	190,000.00	190,000.00	-	Monitoring function of the unit
-	b. Inspection of Subd., Condominium applications	Technical Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	200,000.00	200,000.00	-	Requirement for new applications
-	c. Assistance to LGUS (CLUPs)	Technical Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	138,000.00	138,000.00	-	Assistance in town plans of LGU
-	d. Monitoring of Subd., Condo pproject with complaints	Legal Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	79,000.00	79,000.00	-	Verification of complaints
-	e. Attendance to year-end reconciliation and seminars	Finance	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	30,000.00	30,000.00	-	Annual reconciliation and assessment
50202010 00	Training	-										
-	a. Mandatory Continuing Legal Education	Legal Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00	-	Annual seminars for Arbiters
-	b. Planners Forum	Technical Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	24,000.00	24,000.00	-	Seminars for Environmental Planners
-	c. PICE Convention	Technical Division	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	33,000.00	33,000.00	-	Seminars for Engineers
-	d. GAD Training	HRM	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	120,000.00	120,000.00	-	Annual GAD seminars for employees
-	e. Strategic Human Resource Training	HRM	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	6,000.00	6,000.00	-	For HR personnel
50203010 00	Office Supplies	-										
-	a. Office Supplies available at PS-DBM	GSO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	355,000.00	355,000.00	-	For office use
-	b. Office Supplies not available at PS-DBM	GSO	Shopping	N/A	N/A	N/A	N/A	GoP	330,000.00	330,000.00	-	For office use
50203090 00	Fuel and Lubricants	GSO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	234,000.00	234,000.00	-	Supply of gasoline for office vehicle
50204010 00	Water Expenses	GSO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	120,000.00	120,000.00	-	Water consumption
50204020 00	Electricity Expenses	GSO	Direct Contracting	N/A	N/A	N/A	N/A	GoP	475,000.00	475,000.00	-	Electricity consumption
-	Communications	-										
50205010 00	Postage and Courier	GSO	Direct Contracting	N/A	N/A	N/A	24-Jan-18	GoP	580,000.00	580,000.00	-	Postage and delivery
50205020 01	Telephone - landline	GSO	Direct Contracting	N/A	N/A	N/A	24-Jan-18	GoP	41,000.00	41,000.00	-	Telephone subscription
50205020 02	Telephone - Mobile	GSO	Direct Contracting	N/A	N/A	N/A	24-Jan-18	GoP	90,000.00	90,000.00	-	Mobile telephone subscription
50205030 00	Internet Expenses	GSO	Direct Contracting	N/A	N/A	N/A	24-Jan-18	GoP	102,000.00	102,000.00	-	Internet subscription
50299020 00	Printing and Binding Expenses	GSO	Shopping	N/A	N/A	N/A	24-Jan-18	GoP	122,000.00	122,000.00	-	For printing related expenses
50599050 00	Rent Expenses	GSO	NP-53.10 Lease of Real Property and Venue	N/A	N/A	N/A	24-Jan-18	GoP	2,147,000.00	2,147,000.00	-	For office space rental
50299040 00	Transportation Expenses	GSO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	29,000.00	29,000.00	-	For transportation expenses of office personnel
50299070 00	Subscription Expenses	GSO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	4,000.00	4,000.00	-	For office use
-	Professional Services	-										
50211020 00	Auditing Services	GSO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	N/A	GoP	41,000.00	41,000.00	-	COA auditors travel expenses
50212020 00	Janitorial Services	GSO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	24-Jan-18	GoP	249,000.00	249,000.00	-	For janitorial services of office premises
50212030 00	Security Services	GSO	NP-53.9 - Small Value Procurement	N/A	N/A	N/A	24-Jan-18	GoP	441,000.00	441,000.00	-	For security services for office properties, etc.
50213070 00	Repair and Maintenance - Furniture and Fixtures	GSO	Shopping	N/A	N/A	N/A	N/A	GoP	5,000.00	5,000.00	-	For office use
50213060 01	Repair and Maintenance - Motor Vehicle	GSO	Shopping	N/A	N/A	N/A	N/A	GoP	154,000.00	154,000.00	-	For office use
50215010 01	Taxes Duties and Licenses	GSO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	7,000.00	7,000.00	-	For taxes related expenses
50215020 00	Fidelity Bond Premiums	GSO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	58,000.00	58,000.00	-	For bonded personnel
50215030 00	Insurance Expenses	GSO	NP-53.5 Agency-to-Agency	N/A	N/A	N/A	N/A	GoP	29,000.00	29,000.00	-	For office vehicle insurance