

# Presidential Communications Operations Office (PCOO) Annual Procurement Plan for FY 2018

Version 3, 25 March 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/Project)
				Ads/Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
50201000 00	Travelling Expenses											
50201010 00	Local - Transportation	All Units	NP-53.5 Agency-to-Agency	N/A	N/A	As the need arises	As the need arises	GoP	10835000.00	10835000.00		Procurement of airline tickets for local travel of PCOO officials (as the need arises) through the Government Fares Agreement (GFA). In case the GFA cannot apply, small value procurement will be resorted to.
50201010 00		All Units	NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises					
50201010 00	Local - Accommodations	All Units	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises	GoP	30502000.00	30502000.00		Procurement of accommodations for local travel of PCOO officials (as the need arises). Procurement of airline tickets for international travel of PCOO officials (as the need arises) through the Government Fares Agreement (GFA). In case the GFA cannot apply, small value procurement will be resorted to.
50201020 00	Foreign - Transportation	Executive Office and Media	NP-53.5 Agency-to-Agency	N/A	N/A	As the need arises	As the need arises					
50201020 00			NP-53.9 - Small Value Procurement	As the need arises	N/A	As the need arises	As the need arises					
50201020 00	Foreign - Accommodations	Executive Office and Media	NP-53.10 Lease of Real Property and Venue	N/A	N/A	As the need arises	As the need arises					Procurement of accommodations for international travel of PCOO officials (as the need arises).
50203000 00	Supplies and Materials											
50203010 00	Office Supplies and Equipment Available in the Department of Budget and Management Procurement Service (DBM-PS)	Property and Supply	NP-53.5 Agency-to-Agency	N/A	N/A	Quarterly	Quarterly	GoP	5496715.11	5496715.11		Procurement of ordinary or regular office supplies and equipment available in the DBM-PS.
50203010 00	Office Supplies and Equipment Not Available in the DBM-PS	Property and Supply	Shopping	March - December 2018	N/A	March - December 2018	March - December 2018	GoP	6575284.89	6575284.89		Procurement of ordinary or regular office supplies and equipment not available in the DBM-PS.
50203090 00	Gasoline, Oil, and Lubricants	Motor Pool	Competitive Bidding	March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	6659000.00	6659000.00		Procurement of gasoline, oil, and lubricants for PCOO vehicles.
50204000 00	Utilities											
50204010 00	Water Services - Motorpool Bunkhouse	Administrative Services	Direct Contracting	N/A	N/A	March - December 2018	March - December 2018	GoP	1549000.00	1549000.00		Procurement of water services for the Motorpool Bunkhouse from the water service provider granted an exclusive franchise to operate within the territory covering the PCOO.
50204010 00	Water Services - New Executive Building Proper	Administrative Services	Per arrangement with the Office of the President	N/A	N/A	N/A	N/A	GoP				Procurement of water services for the New Executive Building proper from the water service provider granted an exclusive franchise to operate within the territory covering the PCOO.
50204020 00	Electricity Services - Motorpool Bunkhouse	Administrative Services	Direct Contracting	N/A	N/A	March - December 2018	March - December 2018	GoP	7085000.00	7085000.00		Procurement of electricity services for the Motorpool Bunkhouse from the electricity service provider granted an exclusive franchise to operate within the territory covering the PCOO.
50204020 00	Electricity Services - New Executive Building Proper	Administrative Services	Per arrangement with the Office of the President	N/A	N/A	N/A	N/A	GoP				Procurement of electricity services for the New Executive Building proper from the electricity service provider granted an exclusive franchise to operate within the territory covering the PCOO.
50205000 00	Communication Expenses											
50205010 00	Postage and Deliveries	Administrative Services	NP-53.9 - Small Value Procurement	March - December 2018	N/A	March - December 2018	March - December 2018	GoP	109000.00	109000.00		Procurement of postage and delivery services for mail, memoranda, and other letters.
50205020 02	Telephone Lines	Administrative Services	Competitive Bidding subject to the Guidelines on Procurement of Water, Electricity, Telecommunications and Internet Service Providers, Appendix 21, Handbook on Philippine Government Procurement (2016)	March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	2122000.00	2122000.00		Procurement of telephone lines for the PCOO.
50205020 01	Cellular Lines	Administrative Services	Competitive Bidding subject to the Guidelines on Procurement of Water, Electricity, Telecommunications and Internet Service Providers, Appendix 21, Handbook on Philippine Government Procurement (2016)	March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	5082000.00	5082000.00		Procurement of cellular lines for the PCOO.
50205030 00	Internet Service	Electronic Data Processing	Competitive Bidding	March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	2816452.00	2816452.00		Procurement of back-up internet service for the PCOO.
50205040 00	Cable, Satellite, Telegraph*, and Radio*											* Procurement of telegraph and radio not applicable to the PCOO.
50205040 00	Cable	All Units	NP-53.9 - Small Value Procurement	March - December 2018	N/A	March - December 2018	March - December 2018	GoP	229000.00	229000.00		Procurement of cable services for the PCOO and PCOO PANP.
50205040 00	Satellite	All Units	Competitive Bidding	March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	23942000.00	23942000.00		Procurement of satellite services for the PCOO PANP.
50212000 00	General Services											















50212990 00	Other General Services	General Services Division	NP-53.9 - Small Value Procurement
50212020 00	Janitorial Services	General Services Division	Competitive Bidding
50212030 00	Security Services	General Services Division	Competitive Bidding
50213000 00	Repair and Maintenance		
50213040 00	Repairs and Maintenance - Office Buildings	Maintenance Office	NP-53.9 - Small Value Procurement
50213050 02	Repairs and Maintenance - Office Equipment	Maintenance Office	NP-53.9 - Small Value Procurement
50213060 01	Repairs and Maintenance - Motor Vehicles	Motor Pool	NP-53.9 - Small Value Procurement
50215000 00	Taxes, Insurance Premiums and Other Fees		
50215000 00	Motor Vehicle Insurance	Motor Pool	NP-53.5 Agency-to-Agency
50215020 00	Fidelity Bond Premiums	Accounting Division	NP-53.5 Agency-to-Agency
50215030 00	Fire and Flood Insurance	Administrative Services	NP-53.5 Agency-to-Agency
50299000 00	Other Maintenance and Operating Expenses		
50299010 00	Advertising Expenses	Property and Supply	NP-53.6 Scientific, Scholarly, Artistic Work, Exclusive Technology and Media Services
50299040 00	Transportation and Delivery Expenses	All Units	NP-53.9 - Small Value Procurement
50299030 00	Representation Expenses	Executive Office and Media	NP-53.9 - Small Value Procurement
50299050 04	Lease of Equipment	Property and Supply	NP-53.9 - Small Value Procurement
50299070 00	Subscription Expenses		
50299070 00	Newspapers and Magazines	All Units	Competitive Bidding
50299040 00	Software	All Units	NP-53.9 - Small Value Procurement
50299000 00	Other Maintenance and Operating Expenses	All Units	NP-53.9 - Small Value Procurement
50604050 00	Property, Plant and Equipment Outlay		
50604050 03	IT Equipment	Electronic Data Processing	Competitive Bidding
50604050 03	IP PBX & IP Phones	All Units	Competitive Bidding
50604050 03	Biometric Payroll System	All Units	Shopping
50299050 00	Rental Expense		
50299050 00	Office Space	Administration and Finance	NP-53.10 Lease of Real Property and Venue

March - December 2018	N/A	March - December 2018	March - December 2018	GoP	10000.00	10000.00	Procurement of other general services such as laundry services, etc. (as the need arises).
March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	2563000.00	2563000.00	Procurement of janitorial services for the PCOO.
March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	3088000.00	3088000.00	Procurement of security services for the PCOO.
As the need arises	N/A	As the need arises	As the need arises	GoP	823000.00	823000.00	Procurement of repair and maintenance services for office buildings (as the need arises).
As the need arises	N/A	As the need arises	As the need arises	GoP	1720000.00	1720000.00	Procurement of repair and maintenance services for office equipment (as the need arises).
As the need arises	N/A	As the need arises	As the need arises	GoP	3838000.00	3838000.00	Procurement of repair and maintenance services for motor vehicles (as the need arises).
N/A	N/A	March - December 2018	March - December 2018	GoP	263000.00	263000.00	Procurement of insurance coverage for PCOO-owned motor vehicles.
N/A	N/A	March - December 2018	March - December 2018	GoP	250000.00	250000.00	Procurement of fidelity bonds for accountable officers.
N/A	N/A	March - December 2018	March - December 2018	GoP	318000.00	318000.00	Procurement of insurance against fire and flood for PCOO-owned properties (i.e., vehicles, equipment, and supplies).
N/A	N/A	As the need arises	As the need arises	GoP	68000.00	68000.00	Procurement of newspaper advertisement/announcement (as the need arises).
As the need arises	N/A	As the need arises	As the need arises	GoP	158000.00	158000.00	Procurement of transportation and delivery services (as the need arises).
As the need arises	N/A	As the need arises	As the need arises	GoP	201000.00	201000.00	Procurement of goods and services for representation purposes (as the need arises).
As the need arises	N/A	As the need arises	As the need arises	GoP	5376000.00	5376000.00	Procurement of lease of equipment such as photocopiers (as the need arises).
March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	1562000.00	1562000.00	Procurement of non-utility subscriptions for daily newspapers and magazines.
March - December 2018	N/A	March - December 2018	March - December 2018	GoP	384000.00	384000.00	Procurement of software subscriptions.
As the need arises	N/A	As the need arises	As the need arises	GoP	4818000.00	4818000.00	Procurement of goods and services for other maintenance and operating purposes (as the need arises).
March - December 2018	March - December 2018	March - December 2018	March - December 2018	GoP	4580000.00	4580000.00	Procurement of IT Equipment.
March - December 2018	N/A	March - December 2018	March - December 2018	GoP	600000.00	600000.00	Procurement of IP PBX and IP Phones.
March - December 2018	N/A	March - December 2018	March - December 2018	GoP			Procurement of Biometric Payroll System.
N/A	N/A	March 2018	March 2018	GoP	3150000.00	3150000.00	Procurement of lease of office space for the PCOO offices to be relocated to accommodate the expansion of the Office of the Presidential Spokesperson.

Recommending approval:

Mr. JOSE L. OGRIMEN, JR.  
Provisional Member, BAC-I

Ms. MA. ALMAA. FRANCISCO  
Member, BAC-I

Mr. EUGENE A. EARLE, JR.  
Member, BAC-I

Atty. ANA MARIA PAZ R. BANAAG  
Member, BAC-I

Atty. OMAR V. ROMERO  
Vice-Chairperson, BAC-I

Atty. MARVIN R. GATPAYAT  
Chairperson, BAC-I

LUCIANA M. CABRERA  
Member, BAC-II

VINCI A. BELTRAN  
Member, BAC-II

JOSEPH LAWRENCE P. GARCIA  
Member, BAC-II

Atty. MICHEL KRISTIAN R. ABLAN  
Vice-Chairperson, BAC-II

LORRAINE MARIE T. BADOY  
Chairperson, BAC-II

Approved by:

Mr. GEORGE A. APACIBLE  
Authorized Representative of the  
Head of the Procuring Entity