

PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE
ANNUAL PROCUREMENT PLAN FOR FY 2016

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 Project)
				Adt./Post of IB/REI	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
MAINTENANCE AND OTHER OPERATING EXPENSES (MOOE)												
1	Lease of venue including accommodations and meals (ASEAN)	ASEAN	NP-Lease of Real Property	Dec. 16, 2015	January 07, 2016	January 18, 2016	January 18, 2016	GOP	3,760,000.00	3,760,000.00		13th AMRI AND 14TH SOMRI and Related Meetings with Dialogue Partners to be conducted on 14-18 March 2015 in Lapu-Lapu City, Cebu
2	Training Expenses	AS	NP-Small Value	Delegated to Administrative Service			Jan - Dec	GOP	863,000.00	863,000.00		Training/Workshop/Seminar/Convention/Conference and Live Out Training
3	B. Supplies and Materials											
	Common Use Supplies and Materials available at Procurement Service	AS	NP-Agency to Agency	Delegated to the Administrative Service			Jan - Dec	GOP	5,970,685.80	5,970,685.80		
	Supplies and Materials not available at Procurement Service	AS	NP-Small Value Shopping	Delegated to the Administrative Service			Jan - Dec	GOP	5,875,314.20	5,875,314.20		To be procured by the Administrative Service as the need arises (includes plumbing, carpentry, painting, electrical, Motor Vehicle supplies, etc.)
	Gasoline, Oil and Lubricants	AS	NP-Small Value	Delegated to the Administrative Service			Jan - Dec	GOP	6,648,000.00	6,648,000.00		Supply of Gasoline, Oil and Lubricants for PCOO vehicles
4	UTILITIES											
	Water Services	AS	Direct Contracting	Delegated to Administrative Service			Jan - Dec	GOP	1,504,000.00	1,504,000.00		PCOO water supply
	Electricity Services	AS	Direct Contracting	Delegated to Administrative Service			Jan - Dec	GOP	6,724,000.00	6,724,000.00		PCOO Power supply
5	Communication											
	Lease of Standard C-Band Space Segment	PANP	Public Bidding	As per approved schedule of bidding process	As per approved schedule of bidding process	As per approved schedule of bidding process	Jan - Dec	GOP	11,090,000.00	11,090,000.00		Lease of Standard C-Band Space Segment for PCOO's Philippine Administrative Network (PANF)

Telecommunications Services:										
Landline	AS		To renew the services of the existing service provider			Jan - Dec	GOP	2,538,000.00	2,538,000.00	
Mobile	AS					Jan - Dec	GOP	5,068,000.00	5,068,000.00	PCOO telephone requirements
Internet Expenses	AS	Direct Contracting	Delegated to the Administrative Service			Jan - Dec	GOP	2,303,000.00	2,303,000.00	Provision of cellular phone lines for PCOO officials and administrative officers
Cable, Satellite, Telegraph and Radio Expenses - Cable TV Services	AS	Direct Contracting	Delegated to the Administrative Service			Jan - Dec	GOP	228,000.00	228,000.00	Annual subscription
Postage, and Deliveries - Mailing	AS		Delegated to the Administrative Service			Jan - Dec	GOP	108,000.00	108,000.00	
6 Professional Services										
Janitorial Services	AS	Public Bidding	Oct. 19, 2015	Nov. 09, 2015	Jan. 04, 2016	Jan. 05, 2016	GOP	1,189,000.00	1,189,000.00	Provision of six (6) janitorial personnel including one (1) overall supervisor
Security Services	AS	Public Bidding	Jan. 12, 2016	Feb. 01, 2016	Feb. 12, 2016	Feb. 22, 2016	GOP	3,088,000.00	3,088,000.00	Provision of (10) security services including one (1) Detachment Commander
7 Repair and Maintenance										
Office Building	AS	NP-Small Value	Delegated to Administrative Service			Jan - Dec	GOP	799,000.00	799,000.00	Repair and maintenance of Office Building
Motor Vehicles	AS	NP-Small Value	Delegated to Administrative Service			Jan - Dec	GOP	1,241,000.00	1,241,000.00	Repair and maintenance of Motor Vehicles
Office Equipment	AS	NP-Small Value	Delegated to Administrative Service			Jan - Dec	GOP	1,697,000.00	1,697,000.00	Repair and maintenance of PCOO equipment, furniture and fixtures, etc.
8 Taxes, Insurance Premiums and Other Fees										
Insurance Expenses										
Motor Vehicles	AS	NP-Agency to Agency	Delegated to Administrative Service			Jan - Dec	GOP	318,000.00	263,000.00	Insurance coverage of PCOO vehicles
Office Equipment	AS	NP-Agency to Agency	Delegated to Administrative Service			Jan - Dec	GOP		55,000.00	Insurance of PCOO furniture, fixtures and equipment
Fidelity Bond Premiums						Jan - Dec	GOP	250,000.00	250,000.00	
Taxes, duties and licenses						Jan - Dec	GOP	174,000.00		
Registration fees of motor vehicles	AS	NP-Agency to Agency	Delegated to Administrative Service			Jan - Dec	GOP		165,000.00	Registration of PCOO vehicles
Smoke emission testing fees of motor vehicles	AS					Jan - Dec	GOP		3,000.00	Smoke emission testing of PCOO vehicles

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