

**COMMISSION ON AUDIT, REGIONAL OFFICE NO. XI INDICATIVE ANNUAL PROCUREMENT PLAN FOR CY 2021**


Code (PAP)	Procurement Program/Project	PMO/End-User	Mode of Procurement	Schedule of Each Procurement Activity				Source of Fund	Estimated Budget (Php)			Remarks
				Ads/post of IB/REI	Sub-open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
<b>A. Travelling Expenses-Local</b>												
100000100001000	Plane Tickets	All Sector	PS,Direct Contracting	Within the Calendar Year 2021				GoP	350,000.00	350,000.00	-	
<b>B. Training Expenses</b>												
100000100001000	Meals and Snacks, Venue and other needs for the conduct of Planning Conference for Local, National and Corporate and Annual financial planning	ATFS	NP-SVP, NP-Lease of Real Property and Venue	Within the Calendar Year 2021				GoP	444,000.00	444,000.00	-	
100000100001000	Meals and Snacks, training manuals, training materials and supplies and other training needs for COANs and Agency Personnel	ATFS	NP-SVP, NP-Agency to Agency, Direct Contracting, Shopping, PB	Quarterly of CY 2021				GoP	1,000,000.00	1,000,000.00	-	
<b>C. Supplies and Materials Expenses</b>												
100000100001000	Common use supplies, drugs and medicines, Other supplies and materials and semi-expendable equipment and furniture and fixtures for PS and after PS-DBM	All Sector	NP-PS, Shopping, Direct Contracting, NP-SVP	Quarterly of CY 2021				GoP	1,800,000.00	1,800,000.00	-	
100000100001000	Accountable Forms for CY 2021 (ORs and Checks)	ATFS	NP-Agency to Agency, Direct Contracting	Within the Calendar Year 2021				GoP	20,000.00	20,000.00		
100000100001000	Fuel, Oil and Lubricant for CY 2021	All Sector	NP-SVP, Direct Contracting,	Within the 1st quarter of CY 2021				GoP	450,000.00	450,000.00	-	
<b>D. Communication Expenses</b>												
100000100001000	Postage and Courier	All Sector	NP-SVP	Within the 1st quarter of CY 2021				GoP	120,000.00	120,000.00	-	
100000100001000	Telephone	All Sector	Direct Contracting	Within the Calendar Year 2021				GoP	264,000.00	264,000.00	-	
100000100001000	Cable	All Sector	Direct Contracting					GoP	26,000.00	26,000.00	-	
100000100001000	Internet Subscription	All Sector	Direct Contracting/SVP					GoP	624,000.00	624,000.00	-	
<b>E. Repairs and Maintenance</b>												
100000100001000	Repairs and maintenance of building	ATFS	NP-SVP	Within the Calendar Year 2021				GoP	350,000.00	350,000.00	-	As the need arises
100000100001000	Repairs of Machinery, Equipment and Furniture and Fixtures	All Sector	NP-SVP	Within the Calendar Year 2021				GoP	403,600.00	403,600.00	-	As the need arises
100000100001000	General Cleaning of airconditioning units	All Sector	NP-SVP	Within the 1st quarter of CY 2021				GoP	340,000.00	340,000.00		
100000100001000	Preventive Maintenance of Elevator	ATFS	NP-SVP	Within the 1st quarter of CY 2021				GoP	75,000.00	75,000.00		
100000100001000	Repair and maintenance of motor vehicles	ATFS	NP-SVP	Within the Calendar Year 2021				GoP	450,000.00	450,000.00	-	As the need arises
100000100001000	Preventive Maintenance of COA XI Vehicles-Aircon maintenance and change oil	ATFS	NP-SVP	Within the 1st quarter of CY 2021				GoP	120,000.00	120,000.00	-	
100000100001000	Preventive maintenance of Generator Sets	ATFS	NP-SVP	Within the 1st quarter of CY 2021				GoP	250,000.00	250,000.00		
100000100001000	Repairs and maintenance of Other Property, Plant and Equipment	ATFS	NP-SVP	Within the Calendar Year 2021				GoP	20,000.00	20,000.00	-	As the need arises
<b>F.. General Services</b>												
100000100001000	Janitorial Services	ATFS	Public Bidding	Oct., 2020	Nov., 2020	End of Dec. 2020	Jan. 2021	GoP	588,100.00	588,100.00	-	Early Procurement Activity
100000100001000	Security Services	ATFS & Local Sector	Public Bidding	Oct., 2020	Nov., 2020	End of Dec. 2020	Jan. 2021	GoP	5,525,000.00	5,525,000.00	-	Early Procurement Activity

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G.. Other Expenses												
100000100001000	Subscription Expenses	All Sector	NP-SVP	Within the 1st semester of Cy 2021				GoP	60,000.00	60,000.00	-	
100000100001000	Laundry services for dormitory	ATFS	NP-SVP	Within the 1st semester of Cy 2021				GoP	140,000.00	140,000.00		Off-budgetary funds
100000100001000	Soft/Hardbound services	All Sector	NP-SVP	Within the 1st semester of Cy 2021				GoP	30,000.00	30,000.00	-	includes WDG Funds
100000100001000	Various Tarpaulin Printings	ATFS	NP-SVP	Within the Calendar Year 2021				GoP	10,000.00	10,000.00	-	
100000100001000	Meals and Snacks for various meetings	ATFS	Direct Contracting	Within the Calendar Year 2021				GoP	70,000.00	70,000.00		
100000100001000	Other maintenance and Operating Expenses-unforseen	All Sector	NP-SVP	Within the Calendar Year 2021				GoP	30,000.00	30,000.00	-	
TOTAL									13,559,700.00	13,559,700.00		

Prepared by:

  
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