

Indicative ANNUAL PROCUREMENT PLAN (APP) for FY 2020
Fertilizer and Pesticide Authority

APP Code: FPA-APP-2020-Rev0

Date: September 27, 2019

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of ITB or RFQ	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
TRAINING EXPENSES												
<i>Planning Conference</i>												
1	Lease of Venue and Accommodation	PMID	NP Sec. 53.10	4th Quarter, 2019				GoP	250,000.00	250,000.00		
<i>Mid-Year Conference</i>												
2	Catering Services	PMID	NP Sec. 53.9	1st Quarter, 2020				GoP	210,000.00	210,000.00		
<i>Year-End Conference</i>												
3	Catering Services	PMID	NP Sec. 53.9	3rd Quarter, 2020				GoP	400,000.00	400,000.00		
<i>Training 1</i>												
4	Catering Services	FOCU	NP Sec. 53.9	3rd Quarter, 2020				GoP	410,000.00	410,000.00		
<i>Training 2</i>												
5	Catering Services	FOCU	NP Sec. 53.9	3rd Quarter, 2020				GoP	410,000.00	410,000.00		
OFFICE SUPPLIES EXPENSES												
6	Includes all expendable and semi-expendable Information Technology Supplies, accessories and peripherals available and not available at PS-DBM.	FPA	NP Sec. 53.5	4th Quarter, 2019, 1st and 3rd Quarter 2020				GoP	835,000.00	835,000.00		Please see APP for Common-Use Supplies and Equipment (CSE) for FY 2020
7	Common-use supplies and equipment not available in PS	FPA	SH 52.1.b	4th Quarter, 2019, 1st and 3rd Quarter 2020				GoP	760,000.00	760,000.00		
ACCOUNTABLE FORMS EXPENSES												
8	Official receipt, cash book and check book, Certificates for Product Registration, License and CAIP	FAD, FOCU, FRD and PRD	NP Sec. 53.5	4th Quarter, 2019 & 2nd Quarter 2020				GoP	900,000.00	900,000.00		
NONACCOUNTABLE FORMS EXPENSES												
9	Nonaccountable Forms	FAD, FRD and PRD	NP Sec. 53.9	4th Quarter, 2019				GoP	300,000.00	300,000.00		
MEDICAL, DENTAL AND LABORATORY SUPPLIES												
10	Laboratory Chemicals	LSD	NP Sec. 53.9	4th Quarter, 2019				GoP	300,000.00	300,000.00		
11	Laboratory Supplies	LSD	NP Sec. 53.9	4th Quarter, 2019				GoP	300,000.00	300,000.00		
FUEL, OIL AND LUBRICANTS EXPENSES												
12	Fuel Requirement	FPA	NP Sec. 53.1	4th Quarter, 2019				GoP	4,500,000.00	4,500,000.00		
OTHER SUPPLIES AND MATERIALS EXPENSES												
13	Vehicle Tires and Battery	FPA	NP Sec. 53.9	1st- 4th Quarter, 2020				GoP	635,000.00	635,000.00		

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of ITB or RFQ	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
WATER EXPENSES												
14	Drinking Water	FPA	NP Sec. 53.9	4th Quarter, 2019				GoP	206,000.00	206,000.00		
15	Non-drinking water	FPA	DCSec. 50 (WETI Guidelines)	n/a	1st Quarter, 2020			GoP	1,400,000.00	1,400,000.00		Renewed services following WETI guidelines
ELECTRICITY EXPENSES												
16	Electricity	FPA	DCSec. 50 (WETI Guidelines)	n/a	1st Quarter, 2020			GoP	4,948,000.00	4,948,000.00		Renewed services following WETI guidelines
TELEPHONE EXPENSES												
17	Landline Telephone	FPA	DCSec. 50 (WETI Guidelines)	n/a	1st Quarter, 2020			GoP	472,000.00	472,000.00		Renewed services following WETI guidelines
18	Mobile/ Cellular Phone	FPA	DCSec. 50 (WETI Guidelines)	n/a	1st Quarter, 2020			GoP	1,134,000.00	1,134,000.00		Renewed services following WETI guidelines
INTERNET SUBSCRIPTION EXPENSES												
19	Internet Subscription	FPA	DCSec. 50 (WETI Guidelines)	n/a	1st Quarter, 2020			GoP	465,000.00	465,000.00		Renewed services following WETI guidelines
OTHER PROFESSIONAL SERVICES												
JANITORIAL SERVICES												
20	Janitorial Services	FAD	Competitive Bidding	4th Quarter, 2019				GoP	950,000.00	950,000.00		
SECURITY SERVICES												
21	Security Services	FAD	Competitive Bidding	4th Quarter, 2019				GoP	1,000,000.00	1,000,000.00		
BUILDINGS AND OTHER STRUCTURES												
22	Repairs and maintenance of office building and other structures	FPA	NP Sec. 53.9	1st - 4th Quarter, 2020				GoP	350,000.00	350,000.00		Expense for the repair and maintenance of office building and other structures as the need arises
MACHINERY AND EQUIPMENT												
23	Repairs and maintenance of machinery and equipment	FPA	NP Sec. 53.9	1st - 4th Quarter, 2020				GoP	765,000.00	765,000.00		Expense for the repair and maintenance of machinery and equipment as the need arises
24	Preventive Maintenance of Laboratory Instrument and Equipment	LSD	DCSec. 50	4th Quarter, 2019, 1st - 4th Quarter, 2020				GoP	250,000.00	250,000.00		Expense for the preventive maintenance of various laboratory instrument from exclusive distributor
25	Calibration Services	LSD	NP Sec. 53.5	2nd Quarter, 2020				GoP	50,000.00	50,000.00		
26	Semi-expendable machinery and equipment	FAD	NP Sec. 53.9	2nd Quarter, 2020				GoP	200,000.00	200,000.00		
TRANSPORTATION EQUIPMENT												
27	Repair and maintenance of service vehicle and/or motorcycle	FPA	NP Sec. 53.9	4th Quarter, 2019				GoP	1,050,000.00	1,050,000.00		Expense for the repair and maintenance of service vehicle and/ or motorcycle as the need arises
FURNITURE AND FIXTURES												
28	Repair and maintenance of office furniture and fixtures	FAD	NP Sec. 53.9	4th Quarter, 2019				GoP	50,000.00	50,000.00		
29	Semi-expendable furniture and fixtures	FAD	NP Sec. 53.9	4th Quarter, 2019				GoP	175,000.00	175,000.00		
ADVERTISING EXPENSES												
30	Newspaper advertisement	FAD	NP Sec. 53.9	1st - 4th Quarter, 2020				GoP	11,000.00	11,000.00		Expense for newspaper advertisement as the need arises
31	Newspaper subscription	FAD	NP Sec. 53.9	n/a	1st Quarter, 2020			GoP	50,000.00	50,000.00		

Code (PAP)	Procurement Program/Project	PMO/ End-User	Mode of Procurement	Schedule for Each Procurement				Source of Funds	Estimated Budget (PhP)			Remarks (brief description of Program/Project)
				Ads/Post of ITB or RFQ	Sub/Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
PRINTING AND PUBLICATION EXPENSES												
32	IEC Materials, ASD Manual etc.	PMID	NP Sec. 53.9	4th Quarter, 2019				GoP	500,000.00	500,000.00		
RENT/ LEASE EXPENSES												
<i>Buildings and Structures</i>												
33	Lease of Office Space	FU CAR	NP Sec. 53.10	n/a	1st Quarter, 2020			GoP	100,000.00	100,000.00		
34		FU II			1st Quarter, 2020				100,000.00	100,000.00		
35		FU VIII			1st Quarter, 2020				120,000.00	120,000.00		
36		FU IX			2nd Quarter, 2020				120,000.00	120,000.00		
37		FU X			2nd Quarter, 2020				220,000.00	220,000.00		
38		FU XI			2nd Quarter, 2020				140,000.00	140,000.00		
39		FU XII			1st Quarter, 2020				250,000.00	250,000.00		
40		FU CARAGA			1st Quarter, 2020				100,000.00	100,000.00		
Equipment												
41	Photocopying Services	FAD	NP Sec. 53.9	4th Quarter, 2019				GoP	293,000.00	293,000.00		
<i>Capital Outlay</i>												
42	IT Equipment	PMID	NP Sec. 53.5	4th Quarter, 2019				GoP	5,590,000.00		5,590,000.00	
43	Computer Software	PMID	NP Sec. 53.5	4th Quarter, 2019				GoP	3,221,000.00		3,221,000.00	
								31,269,000.00	25,679,000.00	8,811,000.00		

DEFINITION

- PROGRAM (BESF)** – A homogeneous group of activities necessary for the performance of a major purpose for which a government agency is established, for the basic maintenance of the agency's administrative operations or for the provisions of staff support to the agency's administrative operations or for the provisions of staff support to the agency's line functions.
- PROJECT (BESF)** – Special agency undertakings which are to be carried out within a definite time frame and which are intended to result in some pre-determined measure of goods and services.
- PMO/End User** - Unit as proponent of program or project
- Mode of Procurement** - Competitive Bidding and Alternative Methods including: selective bidding, direct contracting, repeat order, shopping, and negotiated procurement.
- Schedule for Each Procurement Activity** - Major procurement activities
- Source of Funds** - Whether GoP, Foreign Assisted or Special Purpose Fund
- Estimated Budget** - Agency approved estimate of project/program costs
- Remarks** - brief description of program or project

REMARKS

Programs and projects should be aligned with budget documents, and especially those posted at the Phil-GEPS.

Breakdown into MOOE and CO for tracking purposes; aligned with budget documents
Any remark that will help GPPB track programs and projects

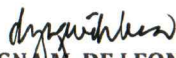
Prepared by:


ERROL JOHN A. RAMOS
BAC Secretariat Head

Certified Funds Available:


AUREA V. CAGAYAT
Officer-In-Charge, Budget Section

Recommending Approval:


DIGNA M. DE LEON
Chairperson, Bids and Awards Committee

Approved:


WILFREDO C. ROLDAN
Executive Director