

**INDICATIVE ANNUAL PROCUREMENT PLAN (APP) for FY 2025**  
**Fertilizer and Pesticide Authority**

APP Code: **FPA-APP-2025-Rev00**

Date: **September 27, 2024**

Code (PAP)	Procurement Program/Project	PMO/ End-User	Is this an Early Procurement	Mode of Procurement	Schedule for Each Procurement Activity				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	
1	<b>OFFICE SUPPLIES EXPENSES</b>	FPA	Yes	NP Sec. 53.5	n/a	n/a	n/a	n/a	GoP	200,000.00	200,000.00		For deposit to PS-e wallet, Please see APP for Common-Use Supplies and Equipment (CSE) for FY 2024
	Includes all expendable and semi-expendable Information Technology Supplies, accessories and peripherals available at PS-DBM	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	1,411,939.38	1,411,939.38		Please see APP for Common-Use Supplies and Equipment (CSE) for FY 2024
2	<b>OTHER SUPPLIES EXPENSES</b>												
	ID Consumables (PVC Card, Transfer Film, Toner, Certificates)	FPA	No	NP Sec. 53.9	Jun-25	n/a	Jul-24	Jul-24	GoP	128,000.00	128,000.00		
	Other supplies and materials	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	660,631.18	660,631.18		As the need arises
3	<b>ACCOUNTABLE FORMS EXPENSES</b>												
	Official receipt, cash book and check book, Certificates for Product Registration, License and CAIP	FPA	No	NP Sec. 53.5	n/a	n/a	Jan to Dec-25	Jan to Dec-25	GoP	600,800.00	600,800.00		
	<b>MEDICAL, DENTAL AND LABORATORY SUPPLIES</b>												
4	Laboratory Chemicals, Compressed Gases, Laboratory Supplies, Laboratory Consumables, Other Medical, Dental and Laboratory Supplies	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	1,170,810.00	1,170,810.00		
	<b>FUEL, OIL AND LUBRICANTS EXPENSES</b>												
5	Fuel Requirement	FPA	Yes	NP Sec. 53.14	n/a	n/a	Jan-25	Jan-25	GoP	5,047,000.00	5,047,000.00		
	<b>OTHER SUPPLIES AND MATERIALS EXPENSES</b>												
6	Semi-expendables- Office Equipment	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	66,720.00	66,720.00		
7	Semi-expendables- ICT Equipment Expense and Machinery and Equipment Expense									3,322,046.00	3,322,046.00		
	Midrange Laptop	FPA	Yes	Competitive Bidding	Nov-24	Dec-24	Jan-25	Jan-25	GoP	2,035,000.00	2,035,000.00		
	Desktop									800,000.00	800,000.00		
	Multi-Functional Printer									375,000.00	375,000.00		
	Desktop UPS									40,000.00	40,000.00		
	Wireless Router									50,000.00	50,000.00		
	Other Semi-expendables- ICT Equipment		No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	22,046.00	22,046.00		
8	Semi-expendables- Furnitures, Fixtures and Books Expense	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	384,800.00	384,800.00		
	<b>WATER EXPENSES</b>												
9	Drinking Water	FPA	No	NP Sec. 53.9	Nov-24	Dec-24	Jan-25	Jan-25	GoP	120,000.00	120,000.00		
10	Non-drinking water	FPA	Yes	DC Sec. 50 (WETI Guidelines)	n/a	n/a	n/a	n/a	GoP	1,275,200.00	1,275,200.00		Renewed services following WETI guidelines
	<b>ELECTRICITY EXPENSES</b>												
11	Electricity	FPA	Yes	DC Sec. 50 (WETI Guidelines)	n/a	n/a	n/a	n/a	GoP	8,062,652.50	8,062,652.50		Renewed services following WETI guidelines
	<b>TELEPHONE EXPENSES</b>												
12	Landline Telephone	FPA	Yes	DC Sec. 50 (WETI Guidelines)	n/a	n/a	n/a	n/a	GoP	457,772.00	457,772.00		Renewed services following WETI guidelines
	<b>INTERNET SUBSCRIPTION EXPENSES</b>												
13	Internet Subscription	FPA	Yes	DC Sec. 50 (WETI Guidelines)	n/a	n/a	n/a	n/a	GoP	417,228.00	417,228.00		Renewed services following WETI guidelines
	<b>OTHER PROFESSIONAL SERVICES</b>												
14	Janitorial Services	FPA	Yes	Competitive Bidding	Nov-24	Dec-24	Jan-25	Jan-25	GoP	1,849,186.08	1,849,186.08		
15	Security Services	FPA	Yes	Competitive Bidding	Nov-24	Dec-24	Jan-25	Jan-25	GoP	2,015,000.00	2,015,000.00		



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					Ads/ Post of ITB or RFQ	Sub/ Open of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
	<b>BUILDINGS AND OTHER STRUCTURES</b>												
16	Repairs and maintenance of office building	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	1,142,000.00	1,142,000.00		As the need arises
17	Preventive Maintenance of Two (2) Lifts of Elevator	FPA	Yes	DC Sec. 50	n/a	n/a	Jan-25	Jan-25	GoP	140,000.00	140,000.00		
	<b>MACHINERY AND EQUIPMENT</b>												
18	Repairs and maintenance of office equipment	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	347,000.00	347,000.00		As the need arises
19	Repairs and maintenance of ICT Equipment	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	44,000.00	44,000.00		As the need arises
20	Preventive Maintenance (PM) of Laboratory Instrument and Equipment	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	1,184,350.00	1,184,350.00		
	Calibration (Cal) Services of Laboratory Instrument and Equipment	FPA	No	NP Sec. 53.5	n/a	n/a	Mar-25	Mar-25	GoP	23,900.00	23,900.00		
21	Repairs and maintenance of furniture and fixtures	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	70,000.00	70,000.00		As the need arises
	<b>TRANSPORTATION EQUIPMENT</b>												
22	Repair and maintenance of service vehicle and/or motorcycle including vehicle tires and batteries	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	1,629,330.20	1,629,330.20		As the need arises
	<b>PRINTING AND PUBLICATION EXPENSES</b>												
23	Annual Report, Communication Guidelines, FPA Paalaala (3 sets), FPA Folders, Other IEC Materials, Tarpaulin	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	39,000.00	39,000.00		
	<b>TRANSPORTATION AND DELIVERY EXPENSES</b>												
24	Disposal of Chemical Laboratory Wastes and containers	FPA	No	NP Sec. 53.9	May-25	n/a	Jun-25	Jun-25	GoP	140,000.00	140,000.00		
	<b>RENT / LEASE EXPENSES</b>												
	<b>Equipment</b>												
25	Photocopying Services (PS)	FPA	No	NP Sec. 53.9	Nov-24	Dec-24	Jan-25	Jan-25	GoP	245,000.00	245,000.00		
26	Vehicle Rental	FPA	No	NP Sec. 53.9	Nov-24	Dec-24	Jan-25	Jan-25	GoP				
27	Office Space Rental (OSR)	FPA	Yes	NP Sec. 53.10	n/a	n/a	Jan-25	Jan-25	GoP	1,282,352.00	1,282,352.00		
	<b>SUBSCRIPTION EXPENSE</b>												
28	Windows 365 Apps for Enterprise, Office 365 E3 (365), Power BI Pro (BI)	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	207,778.00	207,778.00		
	<b>OTHER SUBSCRIPTION EXPENSE</b>												
29	Subscription (Zoom) FPA Official Account (Z1), Subscription (Zoom) PMID Official Account (Z2), Subscription (Google Storage) (GS), Subscription (Adobe, etc) (BA) and Other Subscription	FPA	No	Sec. 52.1	n/a	n/a	n/a	n/a	GoP	437,760.00	437,760.00		
	ANTIVIRUS (ATVRS)	FPA	No	NP Sec. 53.9	Nov-24	Dec-24	Jan-25	Jan-25	GoP	630,000.00	630,000.00		
	<b>TRAVELLING EXPENSE</b>												
30	Airline Tickets	FPA	No	NP Sec. 53.14	n/a	n/a	n/a	n/a	GoP	1,200,000.00	1,200,000.00		
	<b>TRAINING EXPENSE</b>												
31	Planning, Mid-Year and Year End Conference & ISO												
	<b>REPRESENTATION EXPENSES</b>												
32	Meals for organizing Intra and Inter-agency meetings, Agency official functions/celebration	FPA	No	NP Sec. 53.9	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	Jan to Dec-25	GoP	598,967.81	598,967.81		
	<b>OTHER PROFESSIONAL SERVICES</b>												
33	Consultancy	FPA	No	NP Sec. 53.7	n/a	n/a	Jan to Dec-25	Jan to Dec-25	GoP	1,273,801.26	1,273,801.26		
34	Evaluators												
35	Legal Services	FPA	No	Sec. 52.1	n/a	n/a	n/a	n/a	GoP	51,250.00	51,250.00		
36	Pest Control Services	FPA	No	NP Sec. 53.9	May-25	May-25	Jun-25	Jun-25	GoP	99,994.80	99,994.80		
	<b>CAPITAL OUTLAY</b>												
37	ICT Equipment	FPA	Yes	Competitive Bidding	Nov-24	Dec-24	Jan-25	Jan-25	GoP	5,950,000.00		5,950,000.00	
	Firewall Appliance									400,000.00		400,000.00	
	Productivity Laptops									270,000.00		270,000.00	
	Lightweight Laptops									3,780,000.00		3,780,000.00	
	Camera									200,000.00		200,000.00	
	Audio-Visual System									1,300,000.00		1,300,000.00	



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38	Technical and Scientific Equipment and Books	FPA	Yes	Competitive Bidding	Nov-24	Dec-24	Jan-25	Jan-25	GoP	11,645,500.00		11,645,500.00	
	Atomic Absorption Spectrophotometer (AAS)									2,610,000.00		2,610,000.00	
	Fume hood									1,515,000.00		1,515,000.00	
	1. Acid fumehood (3 units)									0.00			
	2. Organic Fumehood (1 unit)									0.00			
	Kjeldahl digestion unit with scrubber									1,301,800.00		1,301,800.00	
	Water purification system (Type I and III)									1,500,000.00		1,500,000.00	
	Analytical balance (max load: 120 g)									250,700.00		250,700.00	
	Chromatography Columns									0.00			
	1. LC Columns									0.00			
	a. C18, 150 x 4.6 mm, 5um									102,000.00		102,000.00	
	b. C18, 150 x 3.0mm, 3.5um									136,000.00		136,000.00	
	c. L14, 50 x 4.6 mm, 5um									146,000.00		146,000.00	
	d. C18, 150 x 4.6 mm, 4um									92,000.00		92,000.00	
	e. C18, 50 x 2.1mm, 3.5um									90,000.00		90,000.00	
	2. GC Column									0.00			
	a. GC Column, G27, HP-5, 30m x 0.32mm x 0.25um									67,000.00		67,000.00	
	Emergency shower and eye wash station									380,000.00		380,000.00	
	F2 Test Weights									72,600.00		72,600.00	
	Hotplate									150,000.00		150,000.00	
	Muffle furnace (10 L)									300,000.00		300,000.00	
	Pipettor set ( 5 mL, 1000,100,10.5 microliters) pack of 5									308,200.00		308,200.00	
	Pipettor set ( 10 mL, 1000 microliters,100 microliters) pack of 3									94,700.00		94,700.00	
	Ultrasonic bath cleaner (10L)									241,000.00		241,000.00	
	Ultrasonic bath cleaner (20L)									476,400.00		476,400.00	
	Magnetic stirrer twin set with 2 vortex mixer accessory									280,000.00		280,000.00	
	Shaking water bath									174,500.00		174,500.00	
	Solvent Filtration Assembly with Vacuum Pump									300,000.00		300,000.00	
	Splash Protection Vessel									100,000.00		100,000.00	
	Stirrer hotplate									100,000.00		100,000.00	
	Water bath									174,500.00		174,500.00	
	Wireloop Electric Sterilizer									70,000.00		70,000.00	
	Laboratory Refrigerator (2-8 deg C)									341,600.00		341,600.00	
	Uninterruptible power supply (UPS) 10kVA									111,500.00		111,500.00	
	AOAC, 22nd edition (Books)									160,000.00		160,000.00	
39	Motor Vehicle, Four (4) Units Pick-up	FPA	No	NP Sec. 53.5	Nov-24	Dec-24	Jan-25	Jan-25	GoP	9,600,000.00		9,600,000.00	For deposit to PS-DBM e-marketplace upon launching
40	Furniture and Fixtures	FPA	Yes	Competitive Bidding	Nov-24	Dec-24	Jan-25	Jan-25	GoP	14,492,500.00		14,492,500.00	
										79,664,269.21	37,976,269.21	41,688,000.00	

# 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:

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Recommending Approval:

MARIBEL M. QUERIJERO  
BAC Chairperson

☒ Approved ☐ Disapproved

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Executive Director III