



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
CARAGA REGION

Purok 1-A, Doongan, Butuan City, 8600
Website: caraga.dilg.gov.ph Email Address: official@caraga.dilg.gov.ph



January 19, 2024

ROWENA CANDICE M. RUIZ, LLM, CESO I
Executive Director V
Office of the Executive Director
Government Procurement Policy Board
Technical Support Office (TSO)



Dear Ma'am Ruiz:

Warm Greetings!

The Department of the Interior and Local Government (DILG) Region XIII- Caraga is respectfully submitting the FY 2024 Annual Procurement Plan (APP) in compliance to GPPB Circular 02-2020 and GPPB Advisory No. 03-2022.

Certification for the conduct of Early Procurement Activity (EPA) is also attached.

Please acknowledge receipt.

Thanks and regards.

Truly yours,


MARIA LOISELLA E. LUCINO, CESO IV
Regional Director



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BIDS AND AWARDS COMMITTEE (BAC)

POSTING CERTIFICATION

This is to certify that the
Department of the Interior and Local Government (DILG)
Regional Office XIII - Caraga has posted its ANNUAL PROCUREMENT PLAN (APP)
for FY2024 in the Transparency Seal Corner in our agency website at
www.caraga.dilg.gov.ph and in our agency Bulletin Board within the
premises of the Procuring Entity.

This Certification is being issued in compliance with GPPB Circular No.
02-2020 and GPPB Advisory No. 03-2022.

Issued this 26th of January 2024 at DILG Regional Office XIII – Caraga
Purok 1-A, Brgy. Doongan, Butuan City, Philippines.


RAY GREGORY F. JARANILLA
BAC Chairperson/LGMED Chief

“Matino, Mahusay at Maaasahan”
Tel. No.: (085) 975- 98-30 to 34

Department of the Interior and Local Government-Region 13 (Annual Procurement Plan for FY 2024, Non-CSE)

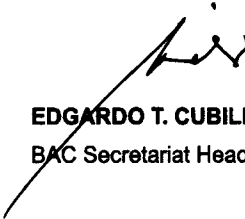
Code (PAP)	Procurement Project	PMO/End-User	Is this an Early Procurement Activity? (Yes/No)	Mode of Procurement	Schedule for Each Procurement Activity				Source of Funds	Estimated Budget (Php)			Remarks (brief description of Project)
					Advertisement/Posting of IB/REI	Submission/Opening of Bids	Notice of Award	Contract Signing		Total	MOOE	CO	
5029907099	Other Subscription Expensees	FAD	NO	NP-53.9 - Small Value Procurement	Year 2024	Year 2024	Year 2024	Year 2024	GoP	30,960.00	30,960.00		To include Newspaper Subscription
5020502002	Communication Expenses	FAD	NO	Direct Contracting	Year 2024	Year 2024	Year 2024	Year 2024	GoP	72,000.00	72,000.00		Landline and Internet
5021304001	Repairs & Maintenance(Buildings) at the Regional Office and DILG Surigao del Norte Office	FAD	NO	NP-53.9 - Small Value Procurement	Year 2024	Year 2024	Year 2024	Year 2024	GoP	600,000.00	600,000.00		Repair and maintenance of Office Building
5021305002	Repairs & Maintenance(Office Equipment)	FAD	NO	NP-53.9 - Small Value Procurement	Year 2024	Year 2024	Year 2024	Year 2024	GoP	400,000.00	400,000.00		To include parts and consumables
5021306001	Repairs & Maintenance (Motor Vehicles)	FAD	NO	NP-53.9 - Small Value Procurement	Year 2024	Year 2024	Year 2024	Year 2024	GoP	1,000,000.00	1,000,000.00		To include parts and consumables
5020201002	COA Exit Conference re: Audit Findings, Observations and Recommendations of the DILG Regional 13 Operations in CY 2022	FAD/Accounting	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	69,000.00	69,000.00		Meals and Snacks & Accommodation
5020201002	Conduct of Regional PRAISE meeting	FAD/Personnel	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	18,000.00	18,000.00		Quarterly conduct of Regional PRAISE meeting
	Provision of Cash Incentives/Plaques (Regional assessment)	FAD/Personnel	NO	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	50,000.00	50,000.00		
5020201002	Conduct of Regional HRMSPB Assessment/Interview and other related activities for CY 2024	FAD/Personnel	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	92,800.00	92,800.00		Meals and Snacks
5020201002	Meals for Duty Officers during the reactivation of DILG Regional Disaster Monitoring & Reporting System re: Semana Santa 2023	LGMED	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	60,000.00	60,000.00		Meals during Monitoring & Reporting System

5020201002	Conduct of Monitoring of Brgy Assembly day in caraga Region 1st and 2nd Semester of CY 2023	LGMED	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	31,000.00	31,000.00		Meals and Accommodation for the activity
5020201002	SGLG Regional Orientation	LGMED	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	499,400.00	499,400.00		Meals and Accommodation for the activity
5020201002	Quarterly RPOC Meeting CY 2023	LGMED	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	208,000.00	208,000.00		Meals and Accommodation for the activity
5020201002	Conduct of meetings and conferences (MANCOM)	LGCD & FAD	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	106,600.00	106,600.00		Meals and Accommodation during the conduct of meetings and conferences
5020201002	For the conduct of Women's Month Celebration	LGCD	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	337,850.00	337,850.00		Meals and Snacks for the Women's Month Activity
5020201002	Conduct of quarterly GFPS meetings	LGCD	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	153,600.00	153,600.00		New for 2024
5020201002	Conduct of LGRRRC Assessment	LGCD	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	19,500.00	19,500.00		Meals and Snacks
5020201002	Conduct of MSAC meetings for FY 2024	LGCD	YES	NP-53.9 - Small Value	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	48,000.00	48,000.00	0	New for 2024
5020201002	Meals for the Conduct of RDPTC Quarterly Meetings CY 2024 (EARLY PROCUREMENT)	LGMED	YES	NP-53.10 Lease of Real Property and Venue	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	77,000.00	77,000.00		New for 2024
5020401000	Water Expenses (Purified drinking water refill)	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	48,000.00	48,000.00		Supply of purified drinking water
5029902000	Unlimited Printing Services with free use of computer printers	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	336,000.00	336,000.00		For printing of communication, reports and other related documents
5029902000	Procurement Services for the Delivery of Parcels, Letters and other official Documents for CY 2024	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	42,000.00	42,000.00		Sending of official parcels & other documents
5020101000	Fare for DILG Personnel Attending Official Travel for FY 2024	FAD	NO	NP-53.14 Direct Retail Purchase of Petroleum Fuel, Oil and Lubricant (POL) Products and Airline	FY 2024	FY 2024	FY 2024	FY 2024	GoP	800,000.00	800,000.00		Airline tickets for all DILG personnel on official travel
	Procurement of ICT Resources	RICTU	YES	Competitive Bidding	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	4,370,000.00	4,370,000.00		ICT upgrading

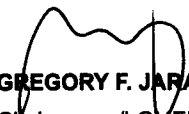
5020201002	Conduct of Monthly BAC Meetings	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	30,000.00	30,000.00		Snacks
5029902000	Printing Services with free use photocopier package	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	60,000.00	60,000.00		For reproduction of forms, handouts and other documents
5020309000	Fuel, Oil and Lubricants Expenses	FAD	NO	NP-53.14 Direct Retail Petroleum Fuel, Oil and Products and Airline T	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	1,500,000.00	1,500,000.00		For Office Operations to included Liquified Petroleum Gas
5021203000	Procurement of Security Guards intended for the DILG Regional Office XIII at Purok 1A, Brgy. Doongan, Butuan City	FAD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	351,000.00	351,000.00		For Security Guards Services
5029902000	Printing of Tarpaulins & IEC Materials	All Division	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	20,000.00	20,000.00		To include milestones
5029902000	Printing of Annual Report	LGCCD	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	100,000.00	100,000.00		Printing
5020201002	Conduct & Participation to Inter Agency Activities/Sports & Wellness Activities/Monday Convocations	All Division	No	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	30,000.00	30,000.00		Snacks
	Web Hosting Services	RICTU	YES	NP-53.9 - Small Value Procurement	4th Quarter of 2023	4th Quarter of 2023	January of 2024	January of 2024	GoP	30,000.00	30,000.00		Web Hosting Services for Visibility and Physical Storage on Contents of the Regional Website
5020201002	Meals and Snacks for the Conduct of Re-Orientation on Proper Waste Management System on January 18, 2024 in the DILG LGRRRC	FAD	No	NP-53.9 - Small Value Procurement	January 2024					45,650.00	45,650.00		Meals and Snacks
5020201002	Meals and Snacks for the ReOrientation on the Updated Roles and Responsibilities of the Committee on Anti-Red Tape (CART) and the Additional Guidelines of the Ease of Doing Business and Efficient Government Service Delivery (EODB-EGSD) Act of 2018	FAD	No	NP-53.9 - Small Value Procurement	January 2024					41,250.00	41,250.00		Meals and Snacks
5021305002	Cleaning Services of Office Airconditioners	FAD	No	NP-53.9 - Small Value Procurement	January 2024					99,200.00	99,200.00		Preventive maintenance
	Meals and Snacks for the Orientation on the RCSP Enhanced Guidelines	LGCCD	No		January 2024					34,500.00	34,500.00		Meals and Snacks

	Orientation on the RCSP Enhanced Guidelines - Advocacy Materials	LGDD	No		January 2024					49,800.00	49,800.00		
										TOTAL	11,861,110.00	11,861,110.00	


Prepared by:


EDGARDO T. CUBILLAS
BAC Secretariat Head/AO V

Recommended Approval:


RAY GREGORY F. JARANILLA
BAC Chairperson/LGMED Chief

Approved by:


MARIA LOISELLA E. LUCINO, CESO IV
Regional Director
Head of the Procuring Entity

CERTIFICATION

Undertaking of Early Procurement Activities (EPA)

I hereby certify that **DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT** has successfully undertaken Early Procurement Activities for at least (50%) of the value of eligible Procurement Projects based on the agency's Indicative Annual Procurement Plan/s consistent with the National Expenditure Plan for Fiscal Year 2024 in the following amounts:

Description	Total Amount (in Php)
a. Total Amount in Indicative APP	11,861,110.00
b. Less : Exclusions	4,753,960.00
c. Total Value of eligible EPA projects (c=a-b)	7,107,150.00
d. Amount of Successful EPA projects	6,786,562.00
e. Percentage of Successful EPA (e-d/c)*100)	95.49%

This Certification is being made in compliance with the General Administration and Support Services Target (f) of the Guidelines on the Grant of the Performance-Based Bonus for Fiscal Year 2023 in the Administrative Order No. 25 Inter-Agency Task Force on the Harmonization of National Government Performance Monitoring, Information, and Reporting Systems Memorandum Circular No. 2020-1, pursuant to the Implementation of EPA issued under Government Procurement Policy Board Circular No. 06-2019.

The undersigned attests to the accuracy of all information contained herein based on available records and information that can be verified with the Department of the Interior and Local Government and the Philippine Government Electronic Procurement System.

IN WITNESS HEREOF, I have hereunto affixed my signature on ~~JAN 26 2024~~ in Butuan

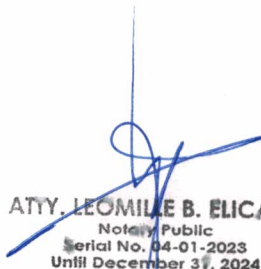
City, Philippines.


MARIA LOISELLA E. LUCINO, CESO IV
Regional Director
Head of Procuring Entity

SUBSCRIBED AND SWORN to before me this JAN 26 2024 in Butuan City,
Philippines, with affiant exhibiting he his/her _____ issued on
_____ at Butuan City.

NOTARY PUBLIC

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Book No. 1X
Series of 2024


ATTY. LEOMILLE B. ELICANO
Notary Public
Serial No. 04-01-2023
Until December 31, 2024
Roll No. 66717
PTR No. 8C2507768 - Jan. 2, 2024
IBP No. 14323 - December 25, 2023
TIM No. 178-442-140
MCLE Compliance No. VI-0007836
MCLE Compliance No. VII-0016108
April 14, 2025